



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
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C 461
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MARINE CORPS ORDER 1510.65B

From: Commandant of the Marine Corps
To: Distribution List

Subj: INDIVIDUAL TRAINING STANDARDS (ITS) FOR ORDNANCE MAINTENANCE
OCCUPATIONAL FIELD 21 VOLUME 1

Ref: (a) MCO 1553.1B
(b) MCO 1553.2
(c) MCO 1553.3

Encl: (1) Description of an Individual Training Standard
(2) Management of Individual Training Standards
(3) Summary/Index of Individual Training Standards
(4) Common Individual Training Standards
(5) Training Support
(6) Individual Training Standards

1. Purpose. To publish revised Individual Training Standards (ITS) at enclosures (1) through (6) for OccFld 21.

2. Cancellation. MCO 1510.65A

3. Background

a. The references establish the system used to publish all training standards, provide policy, and assign training responsibilities, especially as applied to the Systems Approach to Training (SAT).

b. ITSS establish the training requirements for all Marines in the same occupational field (OccFld), Military Occupational Specialty (MOS), or billet. They provide a foundation upon which unit commanders and school directors build training packages for individual Marines as part of unit training plans or formal courses of instruction.

c. ITSS represent the skills that contribute to the unit mission as expressed in the Mission Performance Standards. Changes to doctrine or force structure or the introduction of new weapons or equipment may necessitate revision of this Order.

4. Summary of Revision. Extensive changes have been made to this Order and it should be reviewed in its entirety. Appendix D to Enclosure (5) lists references with associated tasks. Enclosure (6) contains information on initial training setting, MCI products, and training materiel.

5. Information. ITSS are used by unit commanders and school directors to design, develop, conduct, and evaluate the individual training of Marines. Unit commanders are responsible for the sustainment of all individual tasks that have been deemed, through analysis, to support the unit's Mission Essential Task List (METL). Unit commanders can, therefore, use the tasks contained in this Order as the basis of individual training through Managed On-the-Job Training (MOJT), instruction in unit level schools, or incorporation in their training plans. School directors will derive Terminal Learning Objectives (TLO) and Enabling Learning Objectives (ELO) from the tasks,

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conditions, standards, and performance steps of each associated ITS. Task lists reported by formal schools on Course Descriptive Data (CDD) submissions will consist of tasks contained in this Order that are designated for formal school training.

6. Action

a. Commanding General, Marine Corps Combat Development Command (CG MCCDC)

(1) Ensure that all schools use this Order to train personnel to the standards required by grade and MOS.

(2) Ensure that the Marine Corps Institute (MCI) and the Training and Audiovisual Support Centers (TAVSC) provide standardized job aids and other training support requirements to facilitate training in units.

(3) Review, revise, and manage the upkeep of this Order in coordination with Operating Force and Supporting Establishment commanders and MOS/OccFld sponsors.

(4) Ensure the Combat Development Process identifies the impact on training, by MOS and ITS, of all new equipment.

(5) Ensure coordination with the Commander, Marine Corps Systems Command (COMMACORSYSCOM) to integrate the acquisition of new equipment into formal school training per the published ITSs.


b. Commanding Generals of the Marine Forces and Supporting Establishment Commands and Commanders of Separate Organizations not Commanded by a General Officer

(1) Use this Order as the basis for individual training.

(2) Conduct MOJT programs and/or instruction in unit level schools to satisfy initial, sustainment, and refresher training requirements in so far as the tasks support unit mission requirements.

7. Submission of Recommendations and Requirements. Recommendations concerning the content of this Order are invited. Submit recommendations for additions, deletions, or modifications to CG MCCDC (C461) via the chain of command.

8. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.



T. S. JONES
By direction

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DESCRIPTION OF AN INDIVIDUAL TRAINING STANDARD

1. ITS Designator. Each ITS has a unique three-part identifier that represents the specific task, the duty area under which that task is included, and the MOS (or billet) with which it is associated. Each part is separated by periods. An example of an ITS Designator is 2111.02.08.

a. The first four positions ("2111" in the example above) represent the MOS or billet. For any ITS associated with an official MOS, the four digits must be identical to those assigned to the MOS in MCO P1200.7 (MOS Manual).

b. The middle two positions ("02" in the example above) represent the duty or functional area. Duty areas within a given MOS are assigned consecutive ascending Arabic numerals. Duty areas 1 through 9 are always preceded by a leading zero to allow for proper sorting. In the example above, "02" represents the second duty area under MOS 2111.

c. The last two positions ("08" in the example above) represent a specific task. Tasks within a specific duty or functional area are assigned consecutive ascending Arabic numerals. Tasks 1 through 9 are always preceded by a leading zero to allow for proper sorting. In the example above, "08" represents the eighth task within the second duty area under MOS 2111.

2. ITS Components. There are six basic components of an ITS, five of which are mandatory:

a. Task. The task describes a specific and necessary behavior expected of a Marine in a particular MOS or job. It is a clearly stated, performance-oriented action requiring a learned skill.

b. Condition(s). This portion of the ITS describes the equipment, manuals, assistance/supervision, special physical demands, environmental conditions, and location affecting a Marine's performance of the task under real-world circumstances.

c. Standard(s). This portion of the ITS describes the level of proficiency to which the individual must perform the task.

d. Performance Steps. Collectively, the performance steps represent the logical sequence of actions required of the Marine to perform the task to standard. These actions are typically detailed in the references.

e. References. References are doctrinal publications, technical manuals, and other publications upon which the ITS and its performance steps are based. They should be readily available and provide detail to the procedures that are only summarized in the performance steps.

f. Administrative Instructions (Optional). Administrative instructions provide the trainer/instructor with special required or recommended circumstances, including safety precautions, relating to the training or execution of the task. These instructions may also clarify the meaning of the task.

3. ITS Training

a. Initial Training Setting. All ITSs are assigned an Initial Training Setting

ENCLOSURE (1)

that includes a specific location for initial instruction (Formal School or MOJT), level of training required at that location (Standard or Preliminary), a sustainment factor (number of months between evaluation or retraining to maintain the proficiency required by the standard), and a "Required By" rank (the lowest rank at which task proficiency is required).

b. Training Materiel (Optional). Training materiel includes all training devices, simulators, aids, equipment, and materials (except ammunition and Marine Corps Institute (MCI) publications) required or recommended to properly train the task under the specified conditions and to the specified standard.

c. Ammunition (Optional). This section includes any ammunition, explosives, and/or pyrotechnics required for proper training of the ITS.

d. Current MCI(s) (Optional). This section includes a list of any currently available MCI publications designed to provide training related to this task.

ENCLOSURE (1)

MANAGEMENT OF INDIVIDUAL TRAINING STANDARDS

1. ITS Use

a. ITSs form the basis for all individual training in formal schools and units. They are written for all MOSs in order to specify the critical skills required by units of their individual Marines in support of the unit's combat missions as defined in the unit's Mission Essential Task List (METL).

b. Formal school directors are responsible for reviewing all ITSs marked for initial training at the formal school. They must conduct courses of instruction on those ITSs appropriate for their student populations in terms of grade or rank. The task portion of each ITS taught in a given course must appear in the Task List (Item 24) of the CDD for that course. In accordance with SAT, a Program of Instruction (POI) must also be developed for the course.

c. ITSs provide measures of performance that can be used by unit commanders to diagnose individual deficiencies and design training. Noted deficiencies should be scheduled for remediation on training plans or through MOJT, as appropriate.

d. A Marine should continue to receive instruction on ITSs that support his unit's METL. Individual training cannot cease upon graduation from a formal school because formal schools cannot prepare every Marine to serve in every billet. Individuals should be given opportunities in the unit to gain experience and responsibility as quickly as possible.

2. ITS Maintenance

a. A relationship exists between ITSs and the threat to Marine forces. Changes in the threat often trigger corresponding changes in our weapons, equipment, or doctrine, which then necessitate producing new or updated training standards. Such action requires a team effort on the part of the operating forces, the formal schools, and staff agencies at both Headquarters, U.S. Marine Corps and the Marine Corps Combat Development Command (MCCDC).

b. ITSs are ultimately validated by unit commanders and school directors. Records of Proceedings (ROP) resulting from Course Content Review Boards (CCRB) conducted by formal schools are particularly well suited for recommending revisions. The ROP should contain a justification for each proposed addition, deletion, or change and should accompany any request to obtain authority to depart from the currently published ITSs. Unit commanders can recommend changes through participation in a school's CCRB or directly via the chain of command. Unless significant changes warrant earlier action, ITS orders are revised and republished on a 4-year cycle

c. ITS management is a dynamic process involving user maintenance as the key to refining standards to best serve unit missions. ITS users should evaluate whether ITSs support or fail to support an MOS, and ITS components should be examined for realism and pertinence. Users are encouraged to submit recommended changes to published ITSs through the chain of command.

ENCLOSURE (2)

SUMMARY/INDEX OF INDIVIDUAL TRAINING STANDARDS

1. General. This enclosure is a summary listing of all ITS tasks grouped by MOS and Duty Area.
2. Format. The columns are as follows:
 - a. SEQ. Sequence Number. This number dictates the order in which tasks for a given duty area are displayed
 - b. TASK. ITS Designator. This is the permanent designator assigned to the task when it is created.
 - c. TITLE. ITS Task Title.
 - d. FS. Formal School. A mark appears in this column when the Formal School is designated as the initial training setting. An "S" indicates the task is taught to "standard" at the formal school. A "P" indicates that the formal school provides only "preliminary" instruction and it is up to the unit to provide follow-on MOJT instruction to teach the task to standard.
 - e. MOJT. Managed On-The-Job Training. An "S" appears in this column when MOJT is designated as the initial training setting. Instruction is always to "standard."
 - f. MCI. Current MCI Publication(s). An "X" in this column indicates that at least one MCI publication addresses this task. Consult enclosure (6) for details.
 - g. SUS. Sustainment Training Period. An entry in this column represents the number of months within which the unit is expected to train or retrain this task to standard provided the task supports the unit's METL.
 - h. REQ BY. Required By. An entry in this column depicts the lowest rank required to demonstrate proficiency in this task.
 - i. PAGE. Page Number. This column lists the number of the page in enclosure (6) that contains detailed information concerning this task

SEQ	TASK	TITLE	FS	MOJT	MCI	SUS	REQ	BY	PAGE
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MOS 2111, SMALL ARMS REPAIRER/TECHNICIAN

DUTY AREA 01 - OPERATOR MAINTENANCE

1)	2111.01.01	MAINTAIN SMALL ARMS TOOLS AND TEST EQUIPMENT	S	6	Pvt	6-A-1
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DUTY AREA 02 - PREVENTIVE MAINTENANCE CHECKS AND SERVICES (PMCS)

1)	2111.02.01	MAINTAIN M9 9MM SEMIAUTOMATIC PISTOL	S	12	Pvt	6-A-3
2)	2111.02.02	MAINTAIN 12 GAUGE SERIES SHOTGUNS	P	12	Pvt	6-A-3
3)	2111.02.03	MAINTAIN M16A2 5.56MM SERVICE RIFLE	P	12	Pvt	6-A-4
4)	2111.02.04	MAINTAIN M82A1A .50 CALIBER SCOPED RIFLE	P	24	Pvt	6-A-5
5)	2111.02.05	MAINTAIN M203 40MM GRENADE LAUNCHER	P	24	Pvt	6-A-6

ENCLOSURE (3)

SEQ	TASK	TITLE	FS	MOJT	MCI	SUS	REQ	BY	PAGE
6)	2111.02.08	MAINTAIN M240 SERIES 7.62MM MACHINE GUNS	S			24	Pvt		6-A-8
7)	2111.02.09	MAINTAIN ALL VARIANTS OF .50 CALIBER MACHINE GUN	S			24	Pvt		6-A-9
8)	2111.02.06	MAINTAIN MP5N 9MM SUBMACHINE GUN	S			24	Pvt		6-A-7
9)	2111.02.07	MAINTAIN M249 5.56MM MACHINE GUN	S			24	Pvt		6-A-7
10)	2111.02.10	MAINTAIN M3 TRIPOD MOUNT	S			24	Pvt		6-A-10
11)	2111.02.11	MAINTAIN MK19 40MM MACHINE GUN TO INCLUDE UP GUNNED WEAPONS SYSTEMS (UGWS) VARIANT	S			24	Pvt		6-A-10
12)	2111.02.12	MAINTAIN MK 153 83MM ROCKET LAUNCHER	S			24	Pvt		6-A-11
13)	2111.02.13	MAINTAIN M224 60MM MORTAR W/BIPOD AND BASE PLATE	S			24	Pvt		6-A-12
14)	2111.02.14	MAINTAIN M252 81MM MORTAR WITH BIPOD AND BASE PLATES	S			24	Pvt		6-A-13
15)	2111.02.15	MAINTAIN FIRE CONTROL DEVICES	S			24	Pvt		6-A-14
16)	2111.02.16	MAINTAIN M40A1 SNIPER RIFLE	S			24	Pvt		6-A-14

DUTY AREA 03 - SECURITY AND ADMINISTRATIVE FUNCTIONS

1)	2111.03.01	ENSURE ARMORY SECURITY	P			12	Pvt		6-A-16
2)	2111.03.02	ENSURE WEAPON SECURITY DURING TRANSPORTATION	P			12	Pvt		6-A-16
3)	2111.03.03	CONTROL SECURITY AMMUNITION	P			12	Pvt		6-A-17
4)	2111.03.04	ENSURE SECURITY OF PERSONALLY OWNED WEAPONS AND AMMUNITION	P			12	Pvt		6-A-17
5)	2111.03.05	MAINTAIN MAINTENANCE MANAGEMENT PROGRAMS	P			12	Pvt		6-A-18
6)	2111.03.06	PERFORM ARMORY PROCEDURES	S			24	Pvt		6-A-19
7)	2111.03.07	MAINTAIN RADIOLOGICAL SAFETY PROGRAM	S			12	Pvt		6-A-20
8)	2111.03.08	MAINTAIN SHOP SAFETY PROGRAM	P			12	Pvt		6-A-20
9)	2111.03.09	MAINTAIN SMALL ARMS REPAIRER SHOP/SECTION MIMMS-AIS	P			12	Pvt		6-A-21
10)	2111.03.10	MAINTAIN ARMORY PUBLICATION AND DIRECTIVES PROGRAM	P			12	Pvt		6-A-22

MOS 2112, RIFLE TEAM EQUIPMENT REPAIRER

DUTY AREA 01 - OPERATION OF MACHINE SHOP EQUIPMENT

1)	2112.01.01	OPERATE ARBOR PRESS	S			24	Cpl		6-B-1
2)	2112.01.02	OPERATE BANDSAW	S			24	Cpl		6-B-1
3)	2112.01.03	OPERATE BEAD BLASTER	P			48	Cpl		6-B-2
4)	2112.01.04	OPERATE BELT SANDER	S			24	Cpl		6-B-2
5)	2112.01.05	OPERATE BENCH GRINDER	S			24	Cpl		6-B-3
6)	2112.01.06	OPERATE DISC SANDER	S			24	Cpl		6-B-3
7)	2112.01.07	OPERATE DRILL PRESS	S			48	Cpl		6-B-4
8)	2112.01.08	OPERATE HANDY GRINDER	S			48	Cpl		6-B-4
9)	2112.01.09	OPERATE HEAT TREATMENT OVEN	S			48	Cpl		6-B-5
10)	2112.01.10	OPERATE HYDRAULIC PRESS	S			48	Cpl		6-B-5
11)	2112.01.11	OPERATE LATHE	S			48	Cpl		6-B-6
12)	2112.01.12	OPERATE MILLING MACHINE	S			48	Cpl		6-B-7
13)	2112.01.13	OPERATE OXYACETYLENE WELDING EQUIPMENT	S			48	Cpl		6-B-7
14)	2112.01.14	OPERATE POLISHING MACHINE	S			48	Cpl		6-B-8
15)	2112.01.15	OPERATE POWER HACKSAW	S			48	Cpl		6-B-8
16)	2112.01.16	OPERATE ROCKWELL HARDNESS TESTER	S			48	Cpl		6-B-9
17)	2112 01.17	OPERATE SURFACR GRINDER	S			48	Cpl		6-B-9

ENCLOSURE (3)

SEQ	TASK	TITLE	FS	MOJT	MCI	SUS	REQ	BY	PAGE
18)	2112.01.18	TEST NEW EQUIPMENT	S			48	Cpl		6-B-10
19)	2112.01.19	TEST NEW MODIFIED COMPONENTS	S			48	Cpl		6-B-10
20)	2112.01.20	MODIFY EXISTING SYSTEMS	S			48	Cpl		6-B-10
<u>DUTY AREA 02 - LIMITED TECHNICAL INSPECTIONS</u>									
1)	2112.02.02	PERFORM INTERNATIONAL RIFLE LTI	S			36	Cpl		6-B-12
2)	2112.02.01	MAINTAIN INTERNATIONAL PISTOL LIMITED TECHNICAL INSPECTION	S			48	Cpl		6-B-12
3)	2112.02.03	PERFORM K80 12 GAGE SHOTGUN LTI	S			36	Cpl		6-B-13
4)	2112.02.04	MAINTAIN LONG RANGE MATCH RIFLE	S			36	Cpl		6-B-14
5)	2112.02.05	MAINTAIN M14 7.62MM RIFLE	S			36	Cpl		6-B-15
6)	2112.02.06	MAINTAIN M40A1 SNIPER RIFLE	S			36	Cpl		6-B-16
7)	2112.02.07	MAINTAIN MEUSOC PISTOL	S			48	Cpl		6-B-17
8)	2112.02.08	MAINTAIN MOD 40X REMINGTON .22 CALIBER TARGET RIFLE	S			48	Cpl		6-B-17
9)	2112.02.09	MAINTAIN MOD 41 .22 CALIBER SMITH AND WESSON PISTOL	S			48	Cpl		6-B-18
10)	2112.02.10	MAINTAIN MOD 52-2 .38 CALIBER SMITH AND WESSON PISTOL	S			48	Cpl		6-B-19
11)	2112.02.11	MAINTAIN MP5 9MM HECKLER & KOCH E SUBMACHIN	S			48	Cpl		6-B-20
12)	2112.02.12	MAINTAIN M82A1A	S			48	Cpl		6-B-21
<u>DUTY AREA 03 - DISASSEMBLY, REPAIR, AND FABRICATION</u>									
1)	2112.03.01	MATCH CONDITION M1911A1 .45 CALIBER SEMIAUTOMATIC PISTOL	S			36	Cpl		6-B-22
2)	2112.03.02	CHEMICALLY BLACKEN WEAPONS	S			48	Cpl		6-B-22
3)	2112.03.03	SKIM GLASS RIFLES	S			48	Cpl		6-B-23
4)	2112.03.04	PARKERIZE MEUSOC PISTOLS/M14 7.62MM RIFLES	S			36	Cpl		6-B-23
5)	2112.03.05	REBARREL .45 CALIBER PISTOL	S			48	Cpl		6-B-24
<u>DUTY AREA 04 - COMPETITION IN ARMS PROGRAM RESPONSIBILITIES</u>									
1)	2112.04.01	SET UP ORDNANCE VAN AT ON-SITE COMPETITION IN ARMS MATCH	S			48	Cpl		6-B-25
2)	2112.04.02	ADVISE USERS ON AMMUNITION SELECTION	S			36	Sgt		6-B-25
3)	2112.04.03	COORDINATE ON-SITE ORDNANCE SUPPORT FOR COMPETITION IN ARMS PROGRAM	S			36	Sgt		6-B-25
<u>DUTY AREA 05 - SECURITY AND ADMINISTRATIVE FUNCTIONS</u>									
1)	2112.05.01	ENSURE ARMORY SECURITY	P			12	Pvt		6-B-27
2)	2112.05.02	ENSURE WEAPON SECURITY DURING TRANSPORTATION	P			12	Pvt		6-B-27
3)	2112.05.03	CONTROL SECURITY AMMUNITION	P			12	Pvt		6-B-28
4)	2112.05.04	ENSURE SECURITY OF PERSONALLY OWNED WEAPONS AND AMMUNITION	P			12	Pvt		6-B-28
5)	2112.05.05	UTILIZE MAINTENANCE MANAGEMENT PROGRAMS	P			12	Pvt		6-B-29
6)	2112.05.06	MAINTAIN MAINTENANCE MANAGEMENT TRAINING PROGRAM	P			12	Pvt		6-B-29
7)	2112.05.07	MAINTAIN MAINTENANCE RECORDS AND REPORTS	P			12	Pvt		6-B-30
8)	2112.05.08	MAINTAIN PUBLICATIONS AND DIRECTIVES PROGRAMS	P			12	Pvt		6-B-30

ENCLOSURE (3)

SEQ	TASK	TITLE	FS	MOJT	MCI	SUS	REQ	BY	AGE
9)	2112.05.09	MAINTAIN PREVENTIVE MAINTENANCE AND CORRECTIVE MAINTENANCE PROGRAMS	P			12	Pvt	6-B-31	
10)	2112.05.10	MAINTAIN MODIFICATION CONTROL PROGRAM	P			12	Pvt	6-B-31	
11)	2112.05.11	MAINTAIN SUPPORT AND TEST EQUIPMENT PROGRAM	P			12	Pvt	6-B-32	
12)	2112.05.12	MAINTAIN SUPPLY SUPPORT PROGRAM	P			12	Pvt	6-B-32	
13)	2112.05.13	MAINTAIN MIMMS AIS	P			12	Pvt	6-B-33	
14)	2112.05.14	MAINTAIN MAINTENANCE RELATED PROGRAMS	P			12	Pvt	6-B-33	
15)	2112.05.15	MAINTAIN HAZARDOUS MATERIAL (HAZMAT) PROGRAM	P			12	Pvt	6-B-34	
16)	2112.05.16	MAINTAIN LASER SAFETY PROGRAM	P			12	Pvt	6-B-35	
17)	2112.05.17	MAINTAIN RADIOLOGICAL SAFETY PROGRAM	P			12	Pvt	6-B-36	

MOS 2131, TOWED ARTILLERY SYSTEMS REPAIRER

DUTY AREA 01 - OPERATION AND MAINTENANCE

1)	2131.01.01	MAINTAIN M198 155MM HOWITZER TOOLS	S			36	PFC	6-C-1	
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DUTY AREA 02 - PREVENTIVE MAINTENANCE CHECK AND SERVICES (PMCS)

1)	2131.02.01	PERFORM M198 155MM HOWITZER PMCS	S			24	PFC	6-C-3	
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DUTY AREA 03 - EQUIPMENT REPAIR

1)	2131.03.01	REPAIR M198 155MM HOWITZER	S			18	PFC	6-C-5	
2)	2131.03.02	REPAIR M199 CANNON TUBE ASSEMBLY	S			18	PFC	6-C-5	
3)	2131.03.03	REPAIR M45 RECOIL MECHANISM	S			18	PFC	6-C-7	
4)	2131.03.04	REPAIR M39 CARRIAGE	S			18	PFC	6-C-8	

DUTY AREA 04 - ADMINISTRATIVE FUNCTIONS

1)	2131.04.01	MAINTAIN MAINTENANCE RECORDS AND REPORTS	P			12	PFC	6-C-10	
2)	2131.04.02	MAINTAIN A PUBLICATIONS AND DIRECTIVES PROGRAMS	P			24	LCpl	6-C-10	
3)	2131.04.03	MAINTAIN PM AND CM PROGRAMS	P			12	PFC	6-C-11	
4)	2131.04.04	MAINTAIN MODIFICATION CONTROL PROGRAM	P			12	PFC	6-C-12	
5)	2131.04.05	MAINTAIN SUPPORT AND TEST EQUIPMENT PROGRAM	P			36	LCpl	6-C-12	
6)	2131.04.06	MAINTAIN SUPPLY SUPPORT PROGRAM	P			36	Cpl	6-C-13	
7)	2131.04.07	MAINTAIN EQUIPMENT RECORDS AND FORMS	P			36	Cpl	6-C-13	
8)	2131.04.08	MAINTAIN HAZARDOUS MATERIAL (HAZMAT) PROGRAM	P			36	Cpl	6-C-14	
9)	2131.04.09	MAINTAIN RADIOLOGICAL SAFETY PROGRAM	P			36	Cpl	6-C-15	

MOS 2161, MACHINIST

DUTY AREA 01 - OPERATION AND ORGANIZATIONAL MAINTENANCE

1)	2161.01.01	OPERATE A BANDSAW	S			6	PFC	6-D-1	
2)	2161.01.02	OPERATE A BENCH GRINDER	S			6	PFC	6-D-1	
3)	2161.01.03	OPERATE A HORIZONTAL BAND SAW (CUTOFF SAW)	S			6	PFC	6-D-2	
4)	2161.01.04	OPERATE CYLINDRICAL GRINDER	S			6	LCpl	6-D-3	

ENCLOSURE (3)

SEQ	TASK	TITLE	FS	MOJT	MCI	SUS	REQ BY	PAGE
5)	2161.01.05	OPERATE A DRILL PRESS	S			6	PFC	6-D-3
6)	2161.01.06	OPERATE A DRILL GRINDING MACHINE	S			6	LCpl	6-D-4
7)	2161.01.07	OPERATE ELECTRO DISINTEGRATING MACHINE	S			6	Cpl	6-D-5
8)	2161.01.08	OPERATE HEAT TREATING OVEN	S			6	Sgt	6-D-5
9)	2161.01.09	OPERATE HONING MACHINE	S			6	Sgt	6-D-6
10)	2161.01.10	OPERATE HYDRAULIC PRESS	S			6	PFC	6-D-7
11)	2161.01.11	OPERATE LAPPING MACHINE		S		6	SSgt	6-D-8
12)	2161.01.12	SET UP LATHE	S			6	PFC	6-D-8
13)	2161.01.13	PERFORM THREAD AND KNURLING LATHE OPERATIONS	S			6	PFC	6-D-9
14)	2161.01.14	PERFORM LATHE DRILLING, BORING, AND REAMING OPERATIONS	S			6	PFC	6-D-10
15)	2161.01.15	PERFORM LATHE TURNING OPERATIONS	S			6	PFC	6-D-11
16)	2161.01.16	PERFORM THREADING OPERATIONS USING TAPS AND DIES	S			6	PFC	6-D-11
17)	2161.01.17	OPERATE MILLING MACHINE	S			6	PFC	6-D-12
18)	2161.01.18	PERFORM MILLING MACHINE GEAR CUTTING OPERATIONS	S			6	PFC	6-D-13
19)	2161.01.19	MAINTAIN OXYACETYLENE WELDING EQUIPMENT		S		6	LCpl	6-D-14
20)	2161.01.20	OPERATE ROCKWELL HARDNESS TESTER	S			6	PFC	6-D-14
21)	2161.01.21	OPERATE SURFACE GRINDER		S		6	Sgt	6-D-15
22)	2161.01.22	OPERATE VALVE GRINDING MACHINE		S		6	Sgt	6-D-16
23)	2161.01.23	OPERATE LATHE MILLING ATTACHMENT/VERSA MILL	S			6	PFC	6-D-17
24)	2161.01.24	PERFORM MACHINIST'S VAN INVENTORY		S		6	Cpl	6-D-17
25)	2161.01.25	OPERATE A DIGITAL READ OUT (DRO)	S			12	PFC	6-D-18

DUTY AREA 02 - PREVENTIVE MAINTENANCE CHECKS AND SERVICES (PMCS)

1)	2161.02.01	PERFORM MACHINIST'S TOOLS PMCS	S			6	PFC	6-D-19
2)	2161.02.02	PERFORM EQUIPMENT PMCS	S			6	PFC	6-D-19
3)	2161.02.03	PERFORM HONING MACHINE PMCS		S		6	Sgt	6-D-20
4)	2161.02.04	PERFORM HYDRAULIC PRESS PMCS		S		6	LCpl	6-D-20
5)	2161.02.05	PERFORM LAPPING MACHINE PMCS		S		6	Sgt	6-D-21

DUTY AREA 03 - EQUIPMENT REPAIR AND FRABICATION

1)	2161.03.01	EXTRACT BROKEN BOLT, TAP, DRILL BIT, OR STUD	S			6	PFC	6-D-22
2)	2161.03.02	EXTRACT THREAD INSERTS	S			6	PFC	6-D-22
3)	2161.03.03	FABRICATE TAPS AND DIES		S		6	Sgt	6-D-23
4)	2161.03.04	PREPARE SHOP DRAWING	S			6	PFC	6-D-24
5)	2161.03.05	WELD BANDSAW BLADE	S			6	PFC	6-D-24
6)	2161.03.06	PERFORM HEAT TREATING OPERATION		S		6	Sgt	6-D-25
7)	2161.03.07	SHARPEN MILLING CUTTERS		S		6	Sgt	6-D-26
8)	2161.03.08	SHARPEN TURNING TOOL BITS	S			6	PFC	6-D-26
9)	2161.03.09	RESHARPEN TWIST DRILL BITS	S			6	PFC	6-D-27

DUTY AREA 04 - ADMINISTRATIVE FUNCTIONS

1)	2161.04.01	IMPLEMENT MAINTENANCE MANAGEMENT TRAINING PROGRAM		S		6	Sgt	6-D-29
2)	2161.04.02	IMPLEMENT MAINTENANCE RECORDS AND REPORTS		S		12	Sgt	6-D-29
3)	2161.04.03	IMPLEMENT SUPPLY SUPPORT PROGRAM		S		6	Cpl	6-D-30

ENCLOSURE (3)

COMMON INDIVIDUAL TRAINING STANDARDS

1. General. This enclosure lists the ITS tasks common to more than one MOS within the OccFld. It is designed to assist the trainer in consolidating training for common tasks.

2. Format. The columns are as follows:

a. TASK TITLE. A listing of all tasks common to at least two MOSs.

b. COMMON TASK NUMBERS. A listing of the ITS designators for all ITSs containing the same task title.

<u>TASK TITLE</u>	<u>COMMON TASK NUMBERS</u>	
CONTROL SECURITY AMMUNITION	2111.03.03	2112.05.03
ENSURE ARMORY SECURITY	2111.03.01	2112.05.01
ENSURE SECURITY OF PERSONALLY OWNED WEAPONS AND AMMUNITION	2111.03.04	2112.05.04
ENSURE WEAPON SECURITY DURING TRANSPORTATION	2111.03.02	2112.05.02
MAINTAIN HAZARDOUS MATERIAL (HAZMAT) PROGRAM	2112.05.15	2131.04.08
MAINTAIN M40A1 SNIPER RIFLE	2111.02.16	2112.02.06
MAINTAIN MAINTENANCE RECORDS AND REPORTS	2112.05.07	2131.04.01
MAINTAIN MODIFICATION CONTROL PROGRAM	2112.05.10	2131.04.04
MAINTAIN RADIOLOGICAL SAFETY PROGRAM	2111.03.07	2112.05.17 2131.04.09
MAINTAIN SUPPLY SUPPORT PROGRAM	2112.05.12	2131.04.06
MAINTAIN SUPPORT AND TEST EQUIPMENT PROGRAM	2112.05.11	2131.04.05
OPERATE HYDRAULIC PRESS	2112.01.10	2161.01.10
OPERATE MILLING MACHINE	2112.01.12	2161.01.17
OPERATE ROCKWELL HARDNESS TESTER	2112.01.16	2161.01.20
OPERATE SURFACE GRINDER	2112.01.17	2161.01.21

ENCLOSURE (4)

TRAINING SUPPORT

1. This enclosure summarizes four categories of training support by ITS for the entire OccFld:

Appendix A: Training Materiel

Appendix B: Current MCIs

Appendix C: Ammunition, Explosives, and Pyrotechnics

Appendix D: References

2. If support identified in any appendix is not applicable to this OccFld, the appendix will include a statement to that effect.

ENCLOSURE(5)

MCO1510.65B
16 DEC 98

TRAINING MATERIEL

DOES NOT APPLY TO THIS ORDER.

Appendix Ato
ENCLOSURE(5)

5-A-1

MCO1510.65B
16 DEC 98

CURRENT MCI PUBLICATIONS

DOES NOT APPLY TO THIS ORDER.

Appendix Bto
ENCLOSURE(5)

5-B-1

MCO1510.65B
16 DEC 98

AMMUNITION, EXPLOSIVES, AND PYROTECHNICS

DOES NOT APPLY TO THIS ORDER.

Appendix Cto
ENCLOSURE(5)

5-C-1

REFERENCES

1. General. References are doctrinal publications, technical manuals, and other publications upon which an ITS and its performance steps are based. They should be readily available and provide the detailed procedures for accomplishing the task. This section includes a list of all reference publications associated with any task in this OccFld.

2. Format. The columns are as follows:

a. REFERENCES. This column summarizes all references associated with at least one ITS task in this OccFld.

b. TASK NUMBERS. A listing of all ITS tasks to which the corresponding reference is associated.

REFERENCES	TASK NUMBERS		
Applicable SL-3s	2131.01.01	2161.01.24	
Applicable equipment technical manuals	2112.05.06 2161.04.01	2112.05.09	2131.04.03
Grinder Owner's Operating Manual	2161.03.07		
Local policies/procedures	2111.03.04		
Machinist's handbook	2161.01.01 2161.01.05 2161.01.09 2161.01.12 2161.01.15 2161.01.18 2161.01.21 2161.01.25 2161.03.03 2161.03.07	2161.01.02 2161.01.06 2161.01.10 2161.01.13 2161.01.16 2161.01.19 2161.01.22 2161.03.01 2161.03.04 2161.03.08	2161.01.04 2161.01.08 2161.01.11 2161.01.14 2161.01.17 2161.01.20 2161.01.23 2161.03.02 2161.03.06 2161.03.09
NAVSEATM-50420-AA-RAD-010	2111.03.07 2131.04.09	2112.05.17	2131.04.01
Operator's manual	2161.01.01 2161.01.05 2161.01.08 2161.01.11 2161.01.14 2161.01.17 2161.01.20 2161.01.23 2161.02.03 2161.03.05	2161.01.02 2161.01.06 2161.01.09 2161.01.12 2161.01.15 2161.01.18 2161.01.21 2161.01.25 2161.02.04 2161.03.08	2161.01.04 2161.01.07 2161.01.10 2161.01.13 2161.01.16 2161.01.19 2161.01.22 2161.02.02 2161.02.05
PAC/LANT Ordnance Standing Operating Procedures (SOP)	2111.03.04	2111.03.06	2112.05.04
Structure blueprints	2111.03.01	2112.05.01	

Appendix D to
ENCLOSURE (5)

REFERENCES	TASK NUMBERS		
29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication	2111.01.01 2131.01.01 2131.03.02 2131.04.08	2112.05.15 2131.02.01 2131.03.03	2112.05.16 2131.03.01 2131.03.04
590 MILS, M590 Shotgun Owner's Manual	2111.02.02		
DOD DIR 4140.27, IDENTIFICATION, CONTROL, AND UTILIZATION OF SHELF-LIFE ITEMS	2112.05.15	2131.04.08	
DOD DIR 4160.21, DOD DIRECTIVE	2112.05.15	2131.04.08	
DOD DIR 4210.15, HAZARDOUS MATERIAL POLLUTION USD(A)	2112.05.15	2131.04.08	
DOD INST 4715.4, POLLUTION PREVENTION	2112.05.15	2131.04.08	
DOD INST 6050.5, DOD HAZARD COMMUNICATION PROGRAM	2112.05.15	2131.04.08	
DOD INST 6055.8, OCCUPATIONAL RADIATION PROTECTION PROGRAM	2112.05.17	2131.04.09	
EX ORDER 12843, PROCUREMENT REQUIREMENTS AND POLICIES FOR FEDERAL AGENCIES FOR OZONE-DEPLETING SUBSTANCES	2112.05.15	2131.04.08	
EX ORDER 12856, FEDERAL COMPLIANCE WITH RIGHT-TO-KNOW LAWS AND POLLUTION PREVENTION REQUIREMENTS	2112.05.15	2131.04.08	
FM 5-553, GENERAL DRAFTING	2161.03.04		
FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS	2112.01.01 2112.01.04 2112.01.08 2112.01.11 2112.01.14 2112.01.17	2112.01.02 2112.01.05 2112.01.09 2112.01.12 2112.01.15	2112.01.03 2112.01.07 2112.01.10 2112.01.13 2112.01.16
LO 9-1025-211-13, HOWITZER, MEDIUM TOWED, 155MM M198	2131.01.01 2131.03.02	2131.02.01 2131.03.03	2131.03.01 2131.03.04
MCO 1500.40, MANAGEMENT FOR USMC TRAINING INSTITUTIONS	2111.03.06		
MCO 3574.2, MARKSMANSHIP TRAINING INDIVIDUAL SMALL ARMS	2111.03.06		
MCO 3591.14, USE OF SERVICE WEAPON IN COMPETITION	2112.04.02	2112.04.03	
MCO 3591.2, SMALL ARMS MARKSMANSHIP COMPETITION	2112.05.16		

Appendix D to
ENCLOSURE (5)

REFERENCES	TASK NUMBERS		
MCO 4340.1, REPORTING MISSING, LOST, STOLEN, OR RECOVERED (MLSR) GOVERNMENT PROPERTY	2111.03.06		
MCO 4400.16, UNIFORM MATERIAL MOVEMENT ISSUE AND PRIORITY SYSTEM (UMMIPS)	2111.03.09 2131.04.01	2112.05.12 2131.04.07	2112.05.13 2161.04.03
MCO 4733.1, MARINE CORPS TEST, MEASUREMENT, AND DIAGNOSTIC EQUIPMENT (TMDE) CALIBRATION AND MAINTENANCE PROGRAM (CAMP)	2112.05.14		
MCO 4855.10, PRODUCT QUALITY DEFICIENCY REPORT (PQDR)	2112.05.14		
MCO 5100.8, MARINE CORPS GROUND OCCUPATIONAL SAFETY AND HEALTH (OSH) PROGRAM	2111.03.07	2112.05.17	2131.04.09
MCO 5104.2, MARINE CORPS RADIOFREQUENCY ELECTROMAGNETIC FIELD PERSONNEL PROTECTION PROGRAM	2111.03.07		
MCO 5104.3, MARINE CORPS RADIATION SAFETY PROGRAM	2112.05.17	2131.04.09	
MCO 5500.13, PHYSICAL SECURITY	2111.03.01	2112.05.01	
MCO 5500.6, ARMING OF SECURITY AND LAW ENFORCEMENT (LE) PERSONNEL AND THE USE OF FORCE	2111.03.01 2112.05.01	2111.03.02 2112.05.02	2111.03.06
MCO 8011.4, USMC T/A CLASS V (W) MATERIAL (PEACETIME)	2111.03.03	2112.05.03	
MCO 8025.1, MALFUNCTION & DEFICIENCY REPORTING	2111.03.03	2112.05.03	
MCO 8300.1, USMC SERIAL CNTL SM ARMS SYS	2111.03.04	2111.03.06	2112.05.04
MCO 8373.2, AUTH ALW MAINT & ACCT RIFLE/PISTOL	2112.04.02	2112.04.03	
MCO P3750.1, POL & PROCD FIRINT AMMO F/TRNG	2112.05.16		
MCO P4400.105, RADIOACTIVE COMMODITIES DOD SYS	2111.03.07 2131.04.09	2111.03.08	2112.05.17
MCO P4400.150, CONSUMER LEVEL SUPPLY POLICY MANUAL	2131.04.07		
MCO P4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS	2131.04.06	2131.04.08	2161.04.03
MCO P4790.2, MIMMS FIELD PROCEDURES	2111.03.05 2111.03.09	2111.03.06	2111.03.08

Appendix D to
ENCLOSURE (5)

REFERENCES	TASK NUMBERS			—
MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL	2111.03.05	2111.03.06	2111.03.08	
	2111.03.09	2111.03.10	2112.05.05	
	2112.05.06	2112.05.07	2112.05.08	
	2112.05.09	2112.05.10	2112.05.11	
	2112.05.12	2112.05.13	2112.05.14	
	2112.05.15	2131.02.01	2131.04.01	
	2131.04.02	2131.04.03	2131.04.04	
	2131.04.05	2131.04.06	2131.04.07	
	2161.04.01	2161.04.02	2161.04.03	
MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL	2111.01.01	2112.05.16	2112.05.17	
	2131.02.01	2131.03.01	2131.03.02	
	2131.03.03	2131.03.04	2131.04.08	
	2131.04.09			
MCO P5215.17, USMC TECHNICAL PUBLICATIONS SYSTEM	2111.03.10	2131.04.02		
MCO P5600.31, MARINE CORPS PUBLICATIONS AND PRINTING REGULATIONS	2111.03.10	2131.04.02		
MI-08198A-35/6, ADD WELD TAIL LIGHT ON M198 HOWITZER	2112.05.16			
NAVMC 2761, CATALOG OF PUBLICATIONS	2111.03.10	2131.04.02		
OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM	2161.01.01	2161.01.02	2161.01.04	
	2161.01.05	2161.01.06	2161.01.07	
	2161.01.08	2161.01.09	2161.01.10	
	2161.01.11	2161.01.12	2161.01.13	
	2161.01.14	2161.01.15	2161.01.16	
	2161.01.17	2161.01.18	2161.01.19	
	2161.01.20	2161.01.21	2161.01.22	
	2161.02.01	2161.02.02	2161.02.03	
	2161.02.04	2161.02.05	2161.03.01	
	2161.03.02	2161.03.03	2161.03.04	
	2161.03.05	2161.03.06	2161.03.07	
	2161.03.08	2161.03.09		
OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES	2111.03.01	2111.03.03	2111.03.04	
	2111.03.06	2112.05.01	2112.05.02	
	2112.05.03	2112.05.04		
OPNAVINST 5530.14, PHYSICAL SECURITY AND LOSS PREVENTION	2111.03.01	2112.05.01		
SC 4931-95-CL-J54, Purging Kit, Fire Control	2131.01.01			
SC 518-95-CL-AO7, Small Arms Repairer Tool Kit	2111.01.01			
SL-1-2, Index of Authorized Publications for Equipment Support	2111.03.10	2112.05.10	2131.04.04	
SL-1-3, Index of Authorized Publications for Equipment Support	2111.03.10	2112.05.10	2131.04.04	
SL-3-00607A, Tool Kit, Small Arms Repairer	2111.01.01			
TB 9-1000-247-34, Overseas Shipment of	2111.02.02	2111.02.05	2111.02.07	
	2111.02.08			

Appendix D to
ENCLOSURE (5)

REFERENCES	TASK NUMBERS			
TB 9-1000-247-34, Overseas Shipment of 2111.02.08 2111.02.09 2111.02.11	2111.02.02	2111.02.05	2111.02.07	Small Arms
	2112.02.08			
TC 9-237, Welding Theory	2161.01.08	2161.01.19		
TC 9-524, Fundamentals of Machine Tools	2161.01.01	2161.01.02	2161.01.04	
	2161.01.05	2161.01.06	2161.01.09	
	2161.01.11	2161.01.12	2161.01.13	
	2161.01.14	2161.01.15	2161.01.16	
	2161.01.17	2161.01.18	2161.01.19	
	2161.01.20	2161.01.21	2161.01.22	
	2161.01.23			
TI 00526A-25/2B, Match Condition Procedures Pistol .45 CAL	2112.03.01	2112.03.05		
TI 5600, Publication Info MC Equipment	2111.03.10	2112.05.10	2131.04.04	
TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material	2111.02.01	2111.02.02	2111.02.03	
	2111.02.04	2111.02.05	2111.02.06	
	2111.02.07	2111.02.08	2111.02.09	
	2111.02.11	2111.02.13	2111.02.14	
	2111.02.16			
TI-4733-15/1, Calibration Requirements USMC TMDE CAMP	2131.04.05			
TI-4733-15/11, Infantry Weapons Gauge Calibration Exchange Program	2111.03.06			
TI-5104-15/2, Special Handling Considerations Tritium Fire Control	2111.03.07	2112.05.17	2131.04.09	
TM 00526A-24&P/2, Pistol Caliber .45 MEU(SOC)	2112.02.07			
TM 00640A-13&P/1 MS, Pullover Gage, Complete (KIT)	2131.01.01			
TM 00999-23&P/1, Recoil exercise for M198 155mm howitzer	2131.01.01			
TM 02498A-23&P, M2 Gun, Machine	2111.02.09			
TM 02648A-25/10, Match Condition Procedures Rifle 7.26MM	2112.02.02			
TM 05538C-23&P/2, Rifle 5.56MM M16A2 W/E	2111.02.03			
TM 05539C-23&P, M40A1 Sniper Rifle 7.26	2111.02.16	2112.02.05	2112.02.06	
TM 07172A-15, Shotgun Riot Type M870 MK1	2111.02.02			
TM 08521A-23&P/2A, Machine Gun 40MM MK19	2111.02.11			

Appendix D to
ENCLOSURE (5)

REFERENCES	TASK NUMBERS		
TM 08552a-13&P, Maintenance Manual for	2131.01.01		
TM 08671A-23-&P/2A, Machine Gun 5.56MM M249	2111.02.07		
TM 08673A-25&P/2A, Launcher, Assault Rocket 83mm (SMAW)	2111.02.12		
TM 09500A-23&P/2, Night Vision Goggles AN/PVS-7B	2111.02.15		
TM 09629A-23&P/2A, SASR, 50 Caliber M82A1A	2111.02.04	2112.02.12	
TM 09724A-24&P/2, Submachine Gun 9MM MP5N USMC	2111.02.06		
TM 09922A-20&P/2, 81MM Mortar M252	2111.02.14		
TM 09922A-30/3, Direct Support Maintenance Manual for 81MM Mortar Model M 252	2111.02.14		
TM 1005A-23&P/2A, Pistol Semiautomatic 9MM M9	2111.02.01		
TM 1005A-303-14, Shotgun M1200 Winchester	2111.02.02		
TM 1010-223-20&P, Mortar 60MM Lightweight M224	2111.02.13		
TM 1010-223-34&P, Mortar 60MM Lightweight	2111.02.13		
TM 10152A-24&P, M3P 50 Caliber Machine Gun	2111.02.09		
TM 11-5855-213-23P, Night Vision Sight AN/PVS-4	2111.02.15		
TM 11-5855-213-24&P, Night Vision Sight AN/PUS-4	2111.02.15		
TM 11-5855-238-23&P, Night Vision Goggles AN/PVS-5	2111.02.15		
TM 4700-15/1, Ground Equipment Record Procedures Manual	2111.01.01	2111.02.01	2111.02.02
	2111.02.03	2111.02.04	2111.02.05
	2111.02.06	2111.02.07	2111.02.08
	2111.02.09	2111.02.10	2111.02.11
	2111.02.12	2111.02.13	2111.02.14
	2111.02.15	2111.02.16	2111.03.05
	2111.03.06	2111.03.09	2111.03.10
	2112.05.05	2112.05.09	2112.05.10
	2112.05.11	2112.05.13	2131.02.01
	2131.04.01	2131.04.02	2131.04.03
	2131.04.04	2131.04.05	

Appendix D to
ENCLOSURE (5)

REFERENCES	TASK NUMBERS		
	2131.04.06	2131.04.07	2161.01.01
	2161.01.02	2161.01.04	2161.01.05
	2161.01.06	2161.01.07	2161.01.08
	2161.01.09	2161.01.10	2161.01.11
	2161.01.12	2161.01.13	2161.01.14
	2161.01.15	2161.01.16	2161.01.17
	2161.01.18	2161.01.19	2161.01.20
	2161.01.21	2161.01.22	2161.01.23
	2161.01.24	2161.02.01	2161.02.02
	2161.02.03	2161.02.04	2161.02.05
	2161.03.01	2161.03.02	2161.03.03
	2161.03.04	2161.03.05	2161.03.06
	2161.03.07	2161.03.08	2161.03.09
TM 9-1000-202-14, Cannon Tube Evaluation	2111.01.01		
TM 9-1005-13&P/1, Machine Gun Mounts	2111.02.10		
TM 9-1005-313-23&P, Machine Gun 7.62MM M240 Series	2111.02.08		
TM 9-1010-221-24&P, M203 Grenade Launcher	2111.02.05		
TM 9-1025-211-20&P, Howitzer Med Towed 155mm M198	2131.01.01	2131.02.01	2131.03.01
2131.03.02	2131.03.03	2131.03.04	2131.04.03
TM 9-1025-211-34, Howitzer Med Towed 155mm M198	2131.01.01	2131.02.01	2131.03.01
2131.03.02	2131.03.03	2131.03.04	2131.04.03
TM 9-1025-211-34P, Howitzer Med Towed 155mm M198 parts	2131.01.01	2131.03.01	2131.03.02
	2131.03.03	2131.03.04	2131.04.03
TM 9-237, Welding Theory and Application	2161.03.06		
TM 9-243, Common Tools Manual	2111.01.01	2161.02.01	
TM 9-3419-227-10, Saw Band Metal Cutting	2161.03.05		
TM 9-4933-201-15P, Pump Kit Hydraulic Oil Gun	2131.01.01		
TM 9-4933-258-13&P, Pullover Gage Kit	2111.01.01		
TM 9-6650-212-/2, Telescope Observation M49	2111.02.15		
TM 9-6650-235-13&P, M3 Borescope	2111.01.01		
UM 4400-124, FMF SASSY Using Unit Procedures	2111.03.03	2111.03.08	2112.05.03
	2112.05.07	2112.05.12	2131.04.01
	2131.04.02	2161.01.24	
UM 4790-5, MIMMS AIS Field Maintenance Procedures	2111.03.05	2111.03.09	2112.05.05
	2112.05.13	2131.04.01	2131.04.02
	2131.04.07		

Appendix D to
ENCLOSURE (5)

INDIVIDUAL TRAINING STANDARDS

1. General. This enclosure contains all of the ITSs for this OccFld, grouped by MOS. Each MOS is contained in a separate Appendix to Enclosure (6)
2. Format. For each ITS, the following elements of information are provided:
 - a. TASK. The TASK describes a specific and necessary behavior expected of a Marine in a particular MOS or job. It is a clearly stated, performance-oriented action requiring a learned skill.
 - b. CONDITION(S). This portion of the ITS describes the equipment, manuals, assistance/supervision, special physical demands, environmental conditions, and location affecting a Marine's performance of the task under real-world circumstances.
 - c. STANDARD(S). This portion of the ITS describes the level of proficiency to which the individual must perform the task.
 - d. PERFORMANCE STEPS. Collectively, the performance steps represent the logical sequence of actions required of the Marine to perform the task to standard. These actions are typically detailed in the references.
 - e. REFERENCES. References are doctrinal publications, technical manuals, and other publications upon which the ITS and its performance steps are based. They should be readily available and provide detail to the procedures that are only summarized in the performance steps.
 - f. ADMINISTRATIVE INSTRUCTIONS (Optional). Administrative instructions provide the trainer/instructor with special required or recommended circumstances, including safety precautions, relating to the training or execution of the task. These instructions may also clarify the meaning of the task.
 - g. INITIAL TRAINING SETTING. All ITSs are assigned an Initial Training Setting that includes a specific location for initial instruction (Formal School or MOJT), level of training required at that location (Standard or Preliminary), a sustainment factor (number of months between evaluation or retraining to maintain the proficiency required by the standard), and a "Required By" rank (the lowest rank at which task proficiency is required)
 - h. TRAINING MATERIEL (Optional). Training materiel includes all training devices, simulators, aids, equipment, and materials (except ammunition and Marine Corps Institute (MCI) publications) required or recommended to properly train the task under the specified conditions and to the specified standard. Mandatory items are preceded by an asterisk(*).
 - i. AMMUNITION (Optional). This table, if present, depicts the ammunition, explosives, and/or pyrotechnics required for proper training of the ITS.
 - j. CURRENT MCI(S) (Optional). This section includes a list of any currently available MCI publications designed to provide training related to this task.

ENCLOSURE (6)

MOS 2111, SMALL ARMS REPAIRER/TECHNICIAN

DUTY AREA 01 - OPERATOR MAINTENANCE

TASK: 2111.01.01 MAINTAIN SMALL ARMS TOOLS AND TEST EQUIPMENT

CONDITION(S): Given applicable equipment, cleaning materials, material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, and applicable references in a garrison or field environment

STANDARD(S): To ensure that they are serviceable and ready for use per the references.

PERFORMANCE STEPS:

1. Inspect/use/maintain tools.
2. Inspect/use/maintain test equipment.
3. Inspect/use/maintain pullover gage kit.
4. Inspect/use/maintain M3 borescope.
5. Verify that hazardous materials are allowed by the "Authorized Use List".
6. Review hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals.
7. Return unused hazardous material to the central hazardous materials storage point.
8. Place any generated hazardous waste in the satellite accumulation point (keep container closed except when adding waste) or hazardous waste storage area, and inform the hazardous waste coordinator when the satellite accumulation point container is full.
9. Inventory kits, sets, chests, and equipment as required and complete applicable forms and records.
10. Requisition required items and reconcile as required with supporting supply source.

REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
3. SC 518-95-CL-AO7, Small Arms Repairer Tool Kit
4. SL-3-00607A, Tool Kit, Small Arms Repairer
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

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6. TM 9-1000-202-14, Cannon Tube Evaluation
7. TM 9-243, Common Tools Manual
8. TM 9-4933-258-13&P, Pullover Gage Kit
9. TM 9-6650-235-13&P, M3 Borescope

ADMINISTRATIVE INSTRUCTIONS:

1. Maintenance and/or repairs limited to authorized echelon of maintenance.

2. Hazardous material use that may render exposure is limited to personnel who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (Pvt)

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ENCLOSURE (6)

DUTY AREA 02 - PREVENTIVE MAINTENANCE CHECKS AND SERVICES (PMCS)

TASK: 2111.02.01 MAINTAIN M9 9MM SEMIAUTOMATIC PISTOL

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that pistols will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform pre-fire inspection (PFI).
4. Perform scheduled preventive maintenance checks and services (PMCS).
5. Identify/isolate the problem.
6. Repair/replace unserviceable parts and/or components.
7. Secure/store weapon.
8. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
2. TM 1005A-23&P/2A, Pistol Semiautomatic 9MM M9
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (12) Req By (Pvt)

TASK: 2111.02.02 MAINTAIN 12 GAUGE SERIES SHOTGUNS

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the shotgun will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.

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ENCLOSURE (6)

3. Perform pre-fire inspection (PFI).
4. Perform limited technical inspection (LTI).
5. Perform quarterly preventive maintenance checks and services.
6. Identify/isolate the problem.
7. Repair/replace unserviceable parts and/or components.
8. Secure/store weapon.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. 590 MILS, M590 Shotgun Owner's Manual
2. TB 9-1000-247-34, Overseas Shipment of Small Arms
3. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
4. TM 07172A-15, Shotgun Riot Type M870 MK1
5. TM 1005A-303-14, Shotgun M1200 Winchester
6. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.02.03 MAINTAIN M16A2 5.56MM SERVICE RIFLE

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the M16A2 service rifle will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services.

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ENCLOSURE (6)

6. Identify/isolate the problem.
7. Repair/replace unserviceable parts and/or components.
8. Secure/store weapon.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
2. TM 05538C-23&P/2, Rifle 5.56MM M16A2 W/E
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.02.04 MAINTAIN M82A1A .50 CALIBER SCOPED RIFLE

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): So that the M82A1A caliber scoped rifle will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services.
6. Identify/isolate problem.
7. Repair/replace unserviceable parts and/or components.
8. Secure/store weapon.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material

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ENCLOSURE (6)

2. TM 09629A-23&P/2A, SASR, 50 Caliber M82A1A
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (24) Req By (Pvt)

TASK: 2111.02.05 MAINTAIN M203 40MM GRENADE LAUNCHER

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): So that the M203 grenade launcher will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services.
6. Identify/isolate the problem.
7. Repair/replace unserviceable parts and/or components.
8. Secure/store weapon.
9. Complete required maintenance administrative forms and records when applicable.

REFERENCE(S):

1. TB 9-1000-247-34, Overseas Shipment of Small Arms
2. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
3. TM 4700-15/1, Ground Equipment Record Procedures Manual
4. TM 9-1010-221-24&P, M203 Grenade Launcher

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.06 MAINTAIN MP5N 9MM SUBMACHINE GUN

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ENCLOSURE (6)

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the MP5N 9MM submachine gun will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform pre-fire inspection (PFI)
4. Perform limited technical inspection (LTI)
5. Perform quarterly preventive maintenance checks and services.
6. Identify/isolate problem.
7. Repair/replace unserviceable parts and/or components.
8. Secure/store weapon.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
2. TM 09724A-24&P/2, Submachine Gun 9MM MP5N USMC
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon or maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.07 MAINTAIN M249 5.56MM MACHINE GUN

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the M249 5.56MM machine gun will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check

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ENCLOSURE (6)

3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services (PMCS).
6. Identify/isolate problem.
7. Repair/replace unserviceable parts and/or components.
8. Secure/store weapon.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TB 9-1000-247-34, Overseas Shipment of Small Arms
2. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
3. TM 08671A-23-&P/2A, Machine Gun 5.56MM M249
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.08 MAINTAIN M240 SERIES 7.62MM MACHINE GUNS

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the M240 machine gun will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services (PMCS).
6. Identify/Isolate problems.
7. Repair/replace unserviceable parts and/or components.

8. Secure/store weapon.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TB 9-1000-247-34, Overseas Shipment of Small Arms
2. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
3. TM 4700-15/1, Ground Equipment Record Procedures Manual
4. TM 9-1005-313-23&P, Machine Gun 7.62MM M240 Series

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.09 MAINTAIN ALL VARIANTS OF .50 CALIBER MACHINE GUN

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the .50 caliber machine gun will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services (PMCS).
6. Identify/isolate problem.
7. Repair/replace unserviceable parts and/or components.
8. Secure/store weapon.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TB 9-1000-247-34, Overseas Shipment of Small Arms
2. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
3. TM 02498A-23&P, M2 Gun, Machine

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4. TM 10152A-24&P, M3P 50 Caliber Machine Gun
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.10 MAINTAIN M3 TRIPOD MOUNT

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the M3 tripod mount will be fully operational per the references.

PERFORMANCE STEPS:

1. Perform limited technical inspection (LTI).
2. Perform quarterly preventive maintenance checks and services (PMCS).
3. Inspect, repair, and/or replace unserviceable parts.
4. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TM 4700-15/1, Ground Equipment Record Procedures Manual
2. TM 9-1005-13&P/1, Machine Gun Mounts

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.11 MAINTAIN MK19 40MM MACHINE GUN TO INCLUDE UP GUNNED WEAPONS SYSTEMS (UGWS) VARIANT

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the MK19 40MM, to include Up Gunned Weapons Systems variant, will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon
2. Perform function check

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ENCLOSURE (6)

3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services (PMCS).
6. Identify/isolate problem.
7. Repair/replace unserviceable parts and/or components.
8. Secure/store weapon.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TB 9-1000-247-34, Overseas Shipment of Small Arms
2. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
3. TM 08521A-23&P/2A, Machine Gun 40MM MK19 MOD 3
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.12 MAINTAIN MK 153 83MM ROCKET LAUNCHER

CONDITION(S): Given assigned tools, applicable equipment, and references, in garrison or field environment.

STANDARD(S): To ensure that the MK 153 83MM rocket launcher will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Boresight weapon.
6. Perform quarterly preventive maintenance checks and services (PMCS).
7. Identify/isolate problem.

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8. Repair/replace unserviceable parts and/or components.
9. Secure/store weapons.
10. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TM 08673A-25&P/2A, Launcher, Assault Rocket 83mm (SMAW)
2. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.13 MAINTAIN M224 60MM MORTAR W/BIPOD AND BASE PLATE

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): To ensure that the M224 mortar will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services (PMCS).
6. Perform M3 borescope.
7. Perform pullover gage.
8. Identify/isolate the problem.
9. Repair/replace unserviceable parts and/or components.
10. Secure/store weapon.
11. Complete required maintenance and/or administrative forms and records when applicable

REFERENCE(S):

1. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material

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2. TM 1010-223-20&P, Mortar 60MM Lightweight M224
3. TM 1010-223-34&P, Mortar 60MM Lightweight
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.14 MAINTAIN M252 81MM MORTAR WITH BIPOD AND BASE PLATES

CONDITION(S): Given assigned tools, applicable equipment, and references, in a garrison or field environment.

STANDARD(S): So that the M252 mortar will be fully operational per the references.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform quarterly preventive maintenance checks and services (PMCS).
6. Perform M3 borescope.
7. Perform pullover gage.
8. Identify/isolate the problem.
9. Repair/replace unserviceable part and/or components.
10. Secure/store weapon.
11. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
2. TM 09922A-20&P/2, 81MM Mortar M252
3. TM 09922A-30/3, Direct Support Maintenance Manual for 81MM Mortar Model M 252
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

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ENCLOSURE (6)

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.15 MAINTAIN FIRE CONTROL DEVICES

CONDITION(S): Given applicable equipment, cleaning materials and applicable references in a garrison or field environment.

STANDARD(S): To ensure that the devices are serviceable and ready for use per the references.

PERFORMANCE STEPS:

1. Inspect/use/maintain optical devices.
2. Repair/replace unserviceable parts and/or components.
3. Secure/store optical devices.
4. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TM 09500A-23&P/2, Night Vision Goggles AN/PVS-7B
2. TM 11-5855-213-23P, Night Vision Sight AN/PVS-4
3. TM 11-5855-213-24&P, Night Vision Sight AN/PUS-4
4. TM 11-5855-238-23&P, Night Vision Goggles AN/PVS-5
5. TM 4700-15/1, Ground Equipment Record Procedures Manual
6. TM 9-6650-212-/2, Telescope Observation M49

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.02.16 MAINTAIN M40A1 SNIPER RIFLE

CONDITION(S): Given assigned tools, applicable equipment, and applicable references, in a garrison or field environment.

STANDARD(S): To ensure that the rifle is fully operational per the references

PERFORMANCE STEPS

1. Clear the weapon

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ENCLOSURE (6)

2. Perform function check.
3. Perform limited technical inspection (LTI).
4. Perform pre-fire inspection (PFI).
5. Perform preventive maintenance checks and services (PMCS).
6. Secure/store weapon.
7. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TI 8005-24/20, Pre-Fire Inspection Small Arms Weapon Ordnance Material
2. TM 05539C-23&P, M40A1 Sniper Rifle 7.26
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

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ENCLOSURE (6)

DUTY AREA 03 - SECURITY AND ADMINISTRATIVE FUNCTIONS

TASK: 2111.03.01 ENSURE ARMORY SECURITY

CONDITION(S): Given an armory facility, weapons, security ammunition, and references.

STANDARD(S): By conducting an inspection of the armory to ensure compliance with the references.

PERFORMANCE STEPS:

1. Conduct inspection of the physical armory structure.
2. Conduct inspection of area around armory for security violations.
3. Conduct inspection of weapons, ammunition and ordnance securing procedures.
4. Review armory armed sentry procedures.
5. Verify reliability of alarm and communication systems with reaction force.
6. Document the results of the inspection.
7. Initiate corrective action on any discrepancies noted.

REFERENCE(S):

1. Structure blueprints
2. MCO 5500.13, PHYSICAL SECURITY
3. MCO 5500.6, ARMING OF SECURITY AND LAW ENFORCEMENT (LE) PERSONNEL AND THE USE OF FORCE
4. OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES
5. OPNAVINST 5530.14, PHYSICAL SECURITY AND LOSS PREVENTION

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.03.02 ENSURE WEAPON SECURITY DURING TRANSPORTATION

CONDITION(S): Given weapons and ammunition requiring transportation to and/or from an armory and references.

STANDARD(S): Is accomplished accurately and safely per the references.

PERFORMANCE STEPS:

1. Verify that the units picking up or delivering weapons/ammunition have adequate armed guards.

2. Ensure security discrepancies are corrected prior to allowing weapons/ammunition to leave the armory.

3. Report all security violations through the chain of command.

REFERENCE(S):

1. MCO 5500.6, ARMING OF SECURITY AND LAW ENFORCEMENT (LE) PERSONNEL AND THE USE OF FORCE

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.03.03 CONTROL SECURITY AMMUNITION

CONDITION(S): Given an armory facility, security ammunition, and references.

STANDARD(S): To ensure that the ammunition is safely and securely maintained, issued, and recovered per the references.

PERFORMANCE STEPS:

1. Ensure security ammunition is properly documented and accounted for.
2. Ensure security ammunition is safely and securely stored.
3. Ensure security ammunition is properly issued and recovered.
4. Ensure security ammunition is rotated as required.
5. Ensure authorization is on hand for the specific type and quantity of ammunition required.

REFERENCE(S):

1. MCO 8011.4, USMC T/A CLASS V (W) MATERIAL (PEACETIME)
2. MCO 8025.1, MALFUNCTION & DEFICIENCY REPORTING
3. OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES
4. UM 4400-124, FMF SASSY Using Unit Procedures

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.03.04 ENSURE SECURITY OF PERSONALLY OWNED WEAPONS AND AMMUNITION

CONDITION(S): Given an armory facility, personally owned weapons and/or ammunition, and references.

STANDARD(S): By providing safe storage, documentation, and issue and recovery procedures per the references.

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ENCLOSURE (6)

PERFORMANCE STEPS:

1. Ensure proper documentation is completed for personally owned weapons and ammunition.
2. Accurately annotate brand name and condition of all privately owned gear turned in.
3. Ensure personally owned weapons and ammunition are safely and securely maintained.
4. Ensure appropriate procedures are established for issue and recovery of personally owned weapons and ammunition.

REFERENCE(S):

1. Local policies/procedures
2. PAC/LANT Ordnance Standing Operating Procedures (SOP)
3. MCO 8300.1, USMC SERIAL CNTL SM ARMS SYS
4. OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.03.05 MAINTAIN MAINTENANCE MANAGEMENT PROGRAMS

CONDITION(S): Given applicable references in a garrison or field environment.

STANDARD(S): To ensure that the maintenance and/or repair of ordnance items is completed per the references.

PERFORMANCE STEPS:

1. Document all maintenance transactions.
2. Document all supply transactions.
3. Update reports and records when required.
4. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. TM 4700-15/1, Ground Equipment Record Procedures Manual
3. UM 4790-5, MIMMS AIS Field Maintenance Procedures

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ENCLOSURE (6)

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.03.06 PERFORM ARMORY PROCEDURES

CONDITION(S): Given an armory with weapons and applicable references, in a garrison or field environment.

STANDARD(S): To ensure that armory procedures are conducted per the references.

PERFORMANCE STEPS:

1. Ensure armory personnel have been screened and authorized access by the commanding officer.
2. Ensure armory personnel have been trained in the application of deadly force.
3. Ensure armed security personnel have completed annual qualification.
4. Complete/verify required accountability inventories.
5. Ensure inventory and accountability of locks and keys.
6. Ensure armorers have been authorized by the commanding officer to issue and recover small arms.
7. Maintain an armament summary chart.
8. Maintain armory desktop/turnover folder.
9. Maintain a modification control program.
10. Maintain TMDE and Infantry Weapons Gauge Calibration Exchange Program (IWGCEP) gauges and equipment.
11. Maintain a MOS related training program.
12. Complete required maintenance and or administrative forms and records when applicable.

REFERENCE(S):

1. PAC/LANT Ordnance Standing Operating Procedures (SOP)
2. MCO 1500.40, MANAGEMENT FOR USMC TRAINING INSTITUTIONS
3. MCO 3574.2, MARKSMANSHIP TRAINING INDIVIDUAL SMALL ARMS
4. MCO 4340.1, REPORTING MISSING, LOST, STOLEN, OR RECOVERED (MLSR) GOVERNMENT PROPERTY

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MCO 1510.65B
16 DEC 98

5. MCO 5500.6, ARMING OF SECURITY AND LAW ENFORCEMENT (LE) PERSONNEL AND THE USE OF FORCE
6. MCO 8300.1, USMC SERIAL CNTL SM ARMS SYS
7. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
8. OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES
9. TI-4733-15/11, Infantry Weapons Gauge Calibration Exchange Program
10. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (Pvt)

TASK: 2111.03.07 MAINTAIN RADIOLOGICAL SAFETY PROGRAM

CONDITION(S): Given radiological material in both a field and garrison working environment, technical manuals, and directives.

STANDARD(S): To ensure that a radiological safety program includes all assets containing radiological material be stored, used and maintained safely and prevent accidents which may result from exposure to tritium or other radiological sources in a garrison or field environment per the references.

PERFORMANCE STEPS:

1. Review the established radiological safety program.
2. Identify on hand assets containing radiological material.
3. Utilize required/recommended handling protection when working with assets containing radiological material.

REFERENCE(S):

1. NAVSEATM-50420-AA-RAD-010
2. MCO 5100.8, MARINE CORPS GROUND OCCUPATIONAL SAFETY AND HEALTH (OSH) PROGRAM
3. MCO 5104.2, MARINE CORPS RADIOFREQUENCY ELECTROMAGNETIC FIELD PERSONNEL PROTECTION PROGRAM
4. MCO P4400.105, RADIOACTIVE COMMODITIES DOD SYS
5. TI-5104-15/2, Special Handling Considerations Tritium Fire Control

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (12) Req By (Pvt)

TASK: 2111.03.08 MAINTAIN SHOP SAFETY PROGRAM

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ENCLOSURE (6)

CONDITION(S): Given applicable references in a garrison or field environment.

STANDARD(S): To ensure that the small arms repairer shop safety program is maintained per the references.

PERFORMANCE STEPS:

1. Identify shop safety requirements.
2. Maintain required personal protective equipment.
3. Maintain required shop safety equipment.
4. Maintain LASER safety equipment.

REFERENCE(S):

1. MCO P4400.105, RADIOACTIVE COMMODITIES DOD SYS
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
3. UM 4400-124, FMF SASSY Using Unit Procedures

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.03.09 MAINTAIN SMALL ARMS REPAIRER SHOP/SECTION MIMMS-AIS

CONDITION(S): Given applicable references in a garrison or field environment.

STANDARD(S): To ensure that all armory MIMMS-AIS reports are updated per the references.

PERFORMANCE STEPS:

1. Analyze and update DPR.
2. Verify transactions on the DTL as appropriate.
3. Verify weekly maintenance exception report and correct deficiencies.
4. Submit MIMMS transactions.
5. Verify weekly LM2 report entries.
6. Conduct required reconciliations.
7. Complete required maintenance and/or administrative forms and records when applicable.

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REFERENCE(S):

1. MCO 4400.16, UNIFORM MATERIAL MOVEMENT ISSUE AND PRIORITY SYSTEM (UMMIPS)
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
3. TM 4700-15/1, Ground Equipment Record Procedures Manual
4. UM 4790-5, MIMMS AIS Field Maintenance Procedures

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2111.03.10 MAINTAIN ARMORY PUBLICATION AND DIRECTIVES PROGRAM

CONDITION(S): Given applicable references in a garrison or field environment.

STANDARD(S): To ensure that the required publications and directives are on hand to accomplish mission per the references.

PERFORMANCE STEPS:

1. Validate publications requirements based on mission and T/E.
2. Evaluate publications and directives on hand.
3. Determine deficiencies.
4. Take corrective actions as required.
5. Maintain armory publication and directives control procedures.
6. Complete maintenance and/or administrative forms or records when applicable.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. MCO P5215.17, USMC TECHNICAL PUBLICATIONS SYSTEM
3. MCO P5600.31, MARINE CORPS PUBLICATIONS AND PRINTING REGULATIONS
4. NAVMC 2761, CATALOG OF PUBLICATIONS
5. SL-1-2, Index of Authorized Publications for Equipment Support
6. SL-1-3, Index of Authorized Publications for Equipment Support
7. TI 5600, Publication Info MC Equipment
8. TM 4700-15/1, Ground Equipment Record Procedures Manual

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ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs limited to authorized
Acheron of maintenance

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req by
(Pvt)

Appendix A to
ENCLOSURE (6)

MOS 2112, RIFLE TEAM EQUIPMENT REPAIRER

DUTY AREA 01 - OPERATION OF MACHINE SHOP EQUIPMENT

TASK: 2112.01.01 OPERATE ARBOR PRESS

CONDITION(S): Given an arbor press, completed work piece, item to be fitted into the work piece, special tools, and safety equipment.

STANDARD(S): So that the item is fitted to the completed work piece per the shop drawing.

PERFORMANCE STEPS:

1. Select appropriate size bushing spreader.
2. Place bushing spreader in bushing.
3. place bushing spreader and bushing on anvil.
4. Perform arbor press operational procedures.
5. Invert work piece.
6. Continue to perform arbor press operational procedures.
7. Check piece for desired fit.
8. Repeat arbor press operational procedure until desired fit is achieved.
9. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (24) Req By (Cpl)

TASK: 2112.01.02 OPERATE BANDSAW

CONDITION(S): Given a bandsaw, raw stock, safety equipment, test equipment, and shop drawing.

STANDARD(S): So that it will be set up and operated to shop drawing specifications.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Check blade on bandsaw.
3. Perform operational and functional checks on butt welder.

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ENCLOSURE (6)

4. Weld blade with butt welder if necessary.
5. Set up and operate the bandsaw.
6. Perform sawing.
7. Check product.
8. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (24) Req By (Cpl)

TASK: 2112.01.03 OPERATE BEAD BLASTER

CONDITION(S): Given a bead blaster, metal work piece, safety equipment, blasting medium, air compressor, and electricity.

STANDARD(S): To ensure a uniform texture and free of finish and corrosion metal work piece.

PERFORMANCE STEPS:

1. Obtain piece of material.
2. Place piece inside bead blaster.
3. Operate the bead blaster.
4. Check for completeness.
5. Remove piece.
6. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (48) Req By (Cpl)

TASK: 2112.01.04 OPERATE BELT SANDER

CONDITION(S): Given a belt sander, metal work piece with a scribed line, belts of varying grit size, safety equipment, and electricity.

STANDARD(S): To ensure a metal work piece is sanded so that the metal is removed only up to the scribed line.

PERFORMANCE STEPS:

1. Obtain piece.
2. Sand piece.
3. Check for correctness.
4. Re-sand if necessary.
5. Recheck piece.
6. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (24) Req By (Cpl)

TASK: 2112.01.05 OPERATE BENCH GRINDER

CONDITION(S): Given a bench grinder, raw stock, safety equipment, test equipment, and shop drawing.

STANDARD(S): So that the work is to shop drawing specifications per the reference.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Perform operational and functional checks on grinder and dressing wheels.
3. Adjust tool test.
4. Dress grinding wheel.
5. Identify material (to be ground).
6. Perform bench grinding.
7. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (24) Req By (Cpl)

TASK: 2112.01.06 OPERATE DISC SANDER

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ENCLOSURE (6)

CONDITION(S): Given a disc sander, work piece with a scribed line, discs of varying grit, safety equipment, and electricity

STANDARD(S): So that the work piece with material removed is only up to the scribed line.

PERFORMANCE STEPS:

1. Set up table.
2. Scribe work piece.
3. Turn on disc sander.
4. Cut piece to prescribed line.
5. Turn off disc sander.
6. Maintain required maintenance forms and records when applicable.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (24) Req By (Cpl)

TASK: 2112.01.07 OPERATE DRILL PRESS

CONDITION(S): Given a drill press, work piece, drill (various sizes) bits, safety equipment, and power source.

STANDARD(S): So that the proper hole is drilled to specifications and per the reference.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Set controls for operation.
3. Perform drilling procedures.
4. Perform final inspection.
5. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.08 OPERATE HANDY GRINDER

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ENCLOSURE (6)

CONDITION(S): Given a handy grinder with rheostat, work piece with a scribed line, assorted burrs and mounted wheels, chuck key, and safety equipment.

STANDARD(S): So that the work piece with material removed is only up to the scribed line

PERFORMANCE STEPS:

1. Obtain piece.
2. Place cutter in chuck.
3. Turn on handy grinder, use rheostat to obtain safe operating speed.
4. Cut to prescribed line.
5. Turn off handy grinder.
6. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.09 OPERATE HEAT TREATMENT OVEN

CONDITION(S): Given a heat treatment oven, raw stock, Rockwell Hardness Tester, safety equipment, and shop drawing.

STANDARD(S): To harden a tool to the specified hardness desired per shop drawing.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Set oven controls for operation.
3. Perform heat treating procedures, quenching, and tempering as required.
4. Check for desired hardness.
5. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.10 OPERATE HYDRAULIC PRESS

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ENCLOSURE (6)

CONDITION(S): Given a hydraulic press, completed work piece, item to be fitted into the work piece, special tools, and safety equipment.

STANDARD(S): So that the item fitted into the completed work piece is accurate.

PERFORMANCE STEPS:

1. Obtain piece.
2. Install appropriate fixture.
3. Place pieces in fixture.
4. Adjust fixture.
5. Perform press operational procedures.
6. Check piece for correctness.
7. Readjust fixture if necessary.
8. Repeat process until proper fit is achieved.
9. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.11 OPERATE LATHE

CONDITION(S): Given a lathe, raw stock, cutting fluids, safety equipment, applicable tools, and shop drawing.

STANDARD(S): So that the raw stock will be shaped per the shop drawing per the reference.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Select proper compound.
3. Set up lathe.
4. Perform operational functional checks on the lathe.
5. Perform latching operations.
6. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.12 OPERATE MILLING MACHINE

CONDITION(S): Given a milling machine, raw stock, cutting fluids, safety equipment, applicable tools, and shop drawing.

STANDARD(S): So that the finished product will be completed per the shop drawing.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Set up milling machine.
3. Perform operational and functional checks on the milling machine.
4. Perform milling operations.
5. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.13 OPERATE OXYACETYLENE WELDING EQUIPMENT

CONDITION(S): Given an oxyacetylene welding torch with the appropriate tip, and safety equipment.

STANDARD(S): So that the required product will meet specifications.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Select tools and equipment.
3. Set up equipment.
4. Perform operational checks on equipment.
5. Perform oxyacetylene operation.
6. Check piece for smoothness.
7. Maintain required maintenance forms and records when applicable.

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ENCLOSURE (6)

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS
- INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)
-

TASK: 2112.01.14 OPERATE POLISHING MACHINE

CONDITION(S): Given a polishing machine, metal work piece, various polishing compounds, stitched felt wheel, safety equipment, and electricity.

STANDARD(S): So that a polished metal work piece has no rounded edges or eradicated markings.

PERFORMANCE STEPS:

1. Obtain piece.
2. Select proper compound.
3. Apply compound to buffing wheel.
4. Polish piece to desired finish.
5. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.15 OPERATE POWER HACKSAW

CONDITION(S): Given a power hacksaw, work piece with a scribed line, assorted hacksaw blades, safety equipment, and electricity.

STANDARD(S): So that the product will be cut according to specifications.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Perform operational and functional checks on the hacksaw.
3. Select proper blade.
4. Operate hacksaw.
5. Sever work piece along the scribed line.
6. Check piece for accuracy.

7. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.16 OPERATE ROCKWELL HARDNESS TESTER

CONDITION(S): Given a Rockwell Hardness Tester, completed work piece with predetermined readings, and safety equipment.

STANDARD(S): To ensure tester is calibrated and performs functions as specified.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Check tester with test block for hardness range.
3. Perform hardness test on work piece.
4. Clean and inspect hardness tester.
5. Maintain required maintenance forms and records when applicable.

REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.17 OPERATE SURFACE GRINDER

CONDITION(S): Given a surface grinder, safety equipment, and shop drawing.

STANDARD(S): So that product will meet required tolerances and the reference.

PERFORMANCE STEPS:

1. Observe safety procedures.
2. Set controls for operation.
3. Perform grinding.
4. Perform final inspection.
5. Maintain required maintenance forms and records when applicable.

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REFERENCE(S):

1. FM 9-243, USE AND CARE OF HAND TOOLS AND MEASURING TOOLS

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.18 TEST NEW EQUIPMENT

CONDITION(S): Given a piece of equipment, weapons related items and testing apparatus.

STANDARD(S): For accuracy, safety reliability, and cost effectiveness to the unit.

PERFORMANCE STEPS:

1. Receive the new equipment.
2. Examine item for quality.
3. Perform test item procedures.
4. Prepare an approval or disapproval report.
5. Maintain required maintenance forms and records when applicable.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.19 TEST NEW MODIFIED COMPONENTS

CONDITION(S): Given a component, weapons related items, and testing apparatus.

STANDARD(S): For accuracy, safety, and reliability.

PERFORMANCE STEPS:

1. Receive the new components.
2. Examine the components for quality.
3. Perform test item procedures.
4. Prepare an approval or disapproval report.
5. Maintain required maintenance forms and records when applicable.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.01.20 MODIFY EXISTING SYSTEMS

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ENCLOSURE (6)

CONDITION(S): Given a system, weapons related items, various parts or components, and testing apparatus.

STANDARD(S): Utilizing various parts/components to determine if improvements can be made.

PERFORMANCE STEPS:

1. Assemble parts and components.
2. Examine parts/components for quality.
3. Test part/component in existing system.
4. Experiment using different parts in a system.
5. List item modified.
6. Prepare an approval or disapproval report.
7. Maintain required maintenance forms and records when applicable.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

Appendix B to
ENCLOSURE (6)

DUTY AREA 02 - LIMITED TECHNICAL INSPECTIONS

TASK: 2112.02.01 MAINTAIN INTERNATIONAL PISTOL LIMITED TECHNICAL INSPECTION

CONDITION(S): Given an international pistol, Gunsmith's tool box, international pistol special tools, and international pistol inspection checklist.

STANDARD(S): So that the inspection is correct per the international pistol inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. LTI weapon.
4. Identify/isolate problem.
5. Disassemble weapon.
6. Identify all unserviceable parts and/or components.
7. Repair or replace all unserviceable parts or components.
8. Complete required modifications.
9. Refinish weapon.
10. Reassemble weapon.
11. Perform function test.
12. Test fire weapon.
13. Secure/store weapon.
14. Complete required forms/records.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.02.02 PERFORM INTERNATIONAL RIFLE LTI

CONDITION(S): Given an international rifle, Gunsmith's tool box, international rifle, and special tools.

STANDARD(S): So that the inspection is correct per the international rifle inspection checklist.

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ENCLOSURE (6)

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. LTI weapon.
4. Identify/isolate problem.
5. Disassemble weapon.
6. Identify all unserviceable parts and/or components.
7. Repair and/or replace all unserviceable parts and/or components.
8. Complete required modifications.
9. Refinish weapon.
10. Reassemble weapon.
11. Perform function test.
12. Test fire weapon.
13. Secure/store weapon.
14. Complete required forms/records.

REFERENCE(S):

1. TM 02648A-25/10, Match Condition Procedures Rifle 7.26MM

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Cpl)

TASK: 2112.02.03 PERFORM K80 12 GAGE SHOTGUN LTI

CONDITION(S): Given a K80 shotgun, Gunsmith's tool box, and K80 inspection checklist.

STANDARD(S): So that the inspection is correct per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. LTI weapon.
4. Identify/isolate problem.
5. Disassemble weapon

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6. Identify all unserviceable parts and/or components.
7. Repair and/or replace all unserviceable parts and/or components.
8. Refinish weapon.
9. Reassemble weapon.
10. Perform function test.
11. Test fire weapon.
12. Secure/store weapon.
13. Complete required forms/records.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Cpl)

TASK: 2112.02.04 MAINTAIN LONG RANGE MATCH RIFLE

CONDITION(S): Given a long range match rifle and Gunsmith's tool box.

STANDARD(S): So the match rifle is maintained correctly per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform LTI, if necessary.
4. Identify/isolate problem.
5. Disassemble weapon.
6. Identify all unserviceable parts and/or components.
7. Repair and/or replace all unserviceable parts and/or components.
8. Complete required modifications.
9. Refinish weapon.
10. Collimate weapon.
11. Perform function check.
12. Test fire weapon.
13. Perform function fire test.

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14. Machine rest and perform accuracy test
15. Secure/store weapon.
16. Complete forms and records.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Cpl)

TASK: 2112.02.05 MAINTAIN M14 7.62MM RIFLE

CONDITION(S): Given an M14 rifle, Gunsmith's tool box, M14 special gages, and M14 inspection checklist.

STANDARD(S): So the rifle is in a fully operational condition per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform LTI.
4. Identify/isolate problem.
5. Disassemble weapon.
6. Identify all unserviceable parts and/or components.
7. Repair and/or replace all unserviceable parts and/or components.
8. Perform rebarriling.
9. Complete required match modifications.
10. Perform glass bedding.
11. Refinish weapon.
12. Reassemble weapon.
13. Collimate weapon.
14. Function test weapon.
15. Proof fire weapon.
16. Function fire weapon.
17. Test fire weapon.

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ENCLOSURE (6)

18. Secure/store weapon
19. Complete required forms/records.

REFERENCE(S):

1. TM 05539C-23&P, M40A1 Sniper Rifle 7.26

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Cpl)

TASK: 2112.02.06 MAINTAIN M40A1 SNIPER RIFLE

CONDITION(S): Given an M40A1 rifle, Gunsmith's tool box, M40A1 special gages, and an M40A1 inspection checklist.

STANDARD(S): So that the rifle is in a fully operational condition per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function test.
3. Perform LTI.
4. Identify/isolate problem.
5. Disassemble weapon.
6. Identify all unserviceable parts or components.
7. Manufacture/rebuild parts or components.
8. Repair or replace all unserviceable parts or components.
9. Perform glass bedding.
10. Refinish weapon.
11. Reassemble weapon.
12. Collimate weapon.
13. Perform function check.
14. Test fire weapon.
15. Send weapon to test facility.
16. Secure/store weapon.
17. Complete required forms and records.

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ENCLOSURE (6)

REFERENCE(S):

1. TM 05539C-23&P, M40A1 Sniper Rifle 7.26

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Cpl)

TASK: 2112.02.07 MAINTAIN MEUSOC PISTOL

CONDITION(S): Given an MEUSOC Semi-Automatic Pistol, Gunsmith's tool box, and MEUSOC .45 inspection checklist.

STANDARD(S): So the weapon is in a fully operational condition per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function test.
3. Perform LTI.
4. Identify/isolate the problem.
5. Identify all unserviceable parts or components.
6. Disassemble weapon.
7. Complete MEUSOC inspection requirements.
8. Repair and/or replace all unserviceable parts and/or components.
9. Refinish weapon.
10. Assemble weapon.
11. Perform function check.
12. Inspect weapon for quality control.
13. Test fire weapon.
14. Secure/store weapon.
15. Complete required forms/records.

REFERENCE (S):

1. TM 00526A-24&P/2, Pistol Caliber .45 MEU (SOC)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.02.08 MAINTAIN MOD 40X REMINGTON .22 CALIBER TARGET RIFLE

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CONDITION(S): Given an MOD 40X target rifle, Gunsmith's tool box, and MOD 40X inspection checklist.

STANDARD(S): So the rifle is in a fully operational condition per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function test.
3. Perform LTI.
4. Identify/isolate the problem.
5. Identify all unserviceable parts or components.
6. Disassemble weapon.
7. Repair and/or replace all unserviceable parts and/or components.
8. Reassemble weapon.
9. Perform function check.
10. Test fire weapon.
11. Secure/store weapon.
12. Complete required forms/records.

REFERENCE(S):

1. TB 9-1000-247-34, Overseas Shipment of Small Arms

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.02.09 MAINTAIN MOD 41 .22 CALIBER SMITH AND WESSON PISTOL

CONDITION(S): Given an MOD 41 .22 caliber Smith and Wesson pistol, Gunsmith's tool box, MOD 41 special gages, and MOD 41 inspection checklist.

STANDARD(S): So the pistol is in a fully operational condition per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform LTI.

4. Identify/isolate problem.
5. Identify all unserviceable parts or components.
6. Disassemble weapon.
7. Repair and/or replace all unserviceable parts and/or components.
8. Perform rebarrel procedures.
9. Refinish weapon.
10. Reassemble weapon.
11. Perform function test.
12. Test fire weapon.
13. Secure/store weapon.
14. Complete required forms/records.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.02.10 MAINTAIN MOD 52-2 .38 CALIBER SMITH AND WESSON PISTOL

CONDITION(S): Given an MOD 52-2 pistol, Gunsmith's tool box, MOD 52-2 special gages, and MOD 52-2 inspection checklist.

STANDARD(S): So that the pistol has been conditioned to fire a 2-1/2 inch ten shot group at 50 yards, which meets standards of uniformity and craftsmanship, and will be inspected per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform LTI.
4. Identify/isolate problem.
5. Identify all unserviceable parts or components.
6. Disassemble weapon.
7. Repair and/or replace all unserviceable parts and/or components.
8. Complete required match modifications.
9. Refinish weapon.

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10. Reassemble weapon.
11. Perform function test.
12. Machine rest weapon.
13. Test fire weapon.
14. Secure/store weapon.
15. Complete required forms/records.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.02.11 MAINTAIN MP5 9MM HECKLER & KOCH SUBMACHINE

CONDITION(S): Given an MP5 submachine gun, Gunsmith's tool box, and MP5 inspection checklist.

STANDARD(S): So the submachine gun is in a fully operational condition per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform LTI.
4. Identify/isolate the problem.
5. Perform detailed disassembly.
6. Identify all unserviceable parts and/or components.
7. Repair and/or replace all unserviceable parts and/or components.
8. Reassemble weapon.
9. Function test weapon.
10. Test fire/refinish weapon.
11. Inspect weapon for quality control.
12. Secure/store weapon.
13. Complete required forms/records.

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REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.02.12 MAINTAIN M82A1A

CONDITION(S): Given an M82A1A, Gunsmith's tool box, and M82A1A inspection checklist.

STANDARD(S): So the weapon is in a fully operational condition per the inspection checklist.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform LTI.
4. Identify all unserviceable parts or components.
5. Disassemble weapon.
6. Replace all unserviceable parts and/or components.
7. Assemble weapon.
8. Refinish weapon.
9. Collimate weapon.
10. Perform final inspection.
11. Perform function test.
12. Test fire weapon for accuracy.
13. Secure/store the weapon.
14. Complete all required forms/and records.

REFERENCE(S):

1. TM 09629A-23&P/2A, SASR, 50 Caliber M82A1A

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

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DUTY AREA 03 - DISASSEMBLY, REPAIR, AND FABRICATION

TASK: 2112.03.01 MATCH CONDITION M1911A1 .45 CALIBER SEMIAUTOMATIC PISTOL

CONDITION(S): Given a standard M1911A1 .45 caliber semiautomatic pistol, Gunsmith's tool box, PEB, shop equipment, M1911A1 match condition replacement parts, test facilities, and general shop supplies.

STANDARD(S): So that it will fire a 3 inch, ten shot group at 50 yards and which meets standards of uniformity and craftsmanship.

PERFORMANCE STEPS:

1. Clear weapon.
2. Perform function check.
3. Perform LTI.
4. Disassemble weapon.
5. Perform match requirements.
6. Refinish weapon.
7. Reassemble weapon.
8. Function test weapon.
9. Function fire weapon.
10. Machine rest weapon and perform accuracy test.
11. Secure/store weapon.
12. Complete required maintenance and/or administrative forms or records when applicable.

REFERENCE(S):

1. TI 00526A-25/2B, Match Condition Procedures Pistol .45 CAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Cpl)

TASK: 2112.03.02 CHEMICALLY BLACKEN WEAPONS

CONDITION(S): Given a weapon, Gunsmith's tool box, shop equipment, chemical blackening solution, cleaning solution, chemical blackening stabilizing solution, metal refinishing equipment, water, and general shop supplies.

STANDARD(S): To ensure weapons have a uniformity of shade and no chemical blackening on weapon's precision fitted surfaces or inside barrel.

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PERFORMANCE STEPS:

1. Obtain appropriate safety gear/wear.
2. Set up refinish equipment.
3. Refinish weapon.
4. Clean/reassemble weapon.
5. Shut down refinish equipment.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.03.03 SKIM GLASS RIFLES

CONDITION(S): Given a rifle, Gunsmith's tool box, ship equipment, glass bedding compound, and general shop supplies.

STANDARD(S): To ensure that there are no air bubbles or voids on critical bedding surface area of the rifle.

PERFORMANCE STEPS:

1. Field strip weapon.
2. Prepare weapon for glass bedding.
3. Prepare glass bedding.
4. Complete required glass bedding procedures.
5. Reassemble weapon.
6. Complete required forms and records.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.03.04 PARKERIZE MEUSOC PISTOLS/M14 7.62MM RIFLES

CONDITION(S): Given a MEUSOC pistol or M14 7.62MM rifle, Gunsmith's tool box, shop equipment, Parkerizing solution, metal refinishing equipment, water, and general shop supplies.

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ENCLOSURE (6)

STANDARD(S): To ensure the weapons will have a uniformity of shade and no Parkerizing on weapon's precision fitted surfaces of inside barrel

PERFORMANCE STEPS:

1. Bead blast.
2. Mix Parkerizing solution and heat.
3. Place parts in solution.
4. Remove pieces and submerge in oil.
5. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Cpl)

TASK: 2112.03.05 REBARREL .45 CALIBER PISTOL

CONDITION(S): Given a .45 caliber pistol, Gunsmith's tool box, shop equipment, weapon's special tools, weapon's special pages, PEB, replacement barrel general shop supplies, and shop drawing of weapon.

STANDARD(S): To ensure that process will be accomplished per the shop drawing and the reference.

PERFORMANCE STEPS:

1. Remove barrel.
2. Perform barrel and component fitting procedures.
3. Head space barrel.
4. Reassemble weapon.
5. Test fire weapon.
6. Machine rest weapon and perform accuracy test.
7. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. TI 00526A-25/2B, Match Condition Procedures Pistol .45 CAL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

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DUTY AREA 04 - COMPETITION IN ARMS PROGRAM RESPONSIBILITIES

TASK: 2112.04.01 SET UP ORDNANCE VAN AT ON-SITE COMPETITION IN ARMS MATCH

CONDITION(S): Provided an ordnance van, Gunsmith's tool boxes, Pre-expended bins (PEB), and access to match area.

STANDARD(S): To ensure that van is behind the line of fire and equipped with Gunsmith's tool boxes and PEB repair parts.

PERFORMANCE STEPS:

1. Inventory van.
2. Install necessary machines/equipment.
3. Set up van with tools, etc.
4. Disassemble van after match.

REFERENCE(S): (NONE)

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (48) Req By (Cpl)

TASK: 2112.04.02 ADVISE USERS ON AMMUNITION SELECTION

CONDITION(S): Provided a written request for a recommendation on ammunition for a specific weapon function.

STANDARD(S): To ensure that a written recommendation for ammunition is submitted per the reference and other specifications.

PERFORMANCE STEPS:

1. Order test lots.
2. Test each test lot.
3. Select best test lots.
4. Match test lot to each gun.

REFERENCE(S):

1. MCO 3591.14, USE OF SERVICE WEAPON IN COMPETITION
2. MCO 8373.2, AUTH ALW MAINT & ACCT RIFLE/PISTOL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Sgt)

TASK: 2112.04.03 COORDINATE ON-SITE ORDNANCE SUPPORT FOR COMPETITION IN ARMS PROGRAM

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MCO 1510.65B
16 DEC 98

CONDITION(S): Provided access to base range facilities, personnel, access to motor transport personnel, access to traffic management office, and references.

STANDARD(S): To ensure that full support for competition is in place per the references.

PERFORMANCE STEPS:

1. Determine support necessary for each match.
2. LTI weapons.
3. Obtain orders for support.
4. Ensure return of weapons.
5. Compile after action reports and submit to higher headquarters.

REFERENCE(S):

1. MCO 3591.14, USE OF SERVICE WEAPON IN COMPETITION
2. MCO 8373.2, AUTH ALW MAINT & ACCT RIFLE/PISTOL

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (36) Req By (Sgt)

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DUTY AREA 05 - SECURITY AND ADMINISTRATIVE FUNCTIONS

TASK: 2112.05.01 ENSURE ARMORY SECURITY

CONDITION(S): Provided an armory with weapons, security, ammunition, and references.

STANDARD(S): To ensure that security procedures are in place per the references.

PERFORMANCE STEPS:

1. Conduct inspection of the physical armory structure.
2. Conduct inspection of area around armory for security violations.
3. Conduct inspection of weapons, ammunition and ordnance security procedures.
4. Review armory armed sentry procedures.
5. Verify reliability of alarm and communication systems with reactionary force.
6. Document the results of the inspection.
7. Initiate corrective action on any discrepancies noted.

REFERENCE(S):

1. Structure blueprints
2. MCO 5500.13, PHYSICAL SECURITY
3. MCO 5500.6, ARMING OF SECURITY AND LAW ENFORCEMENT (LE) PERSONNEL AND THE USE OF FORCE
4. OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES
5. OPNAVINST 5530.14, PHYSICAL SECURITY AND LOSS PREVENTION

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.02 ENSURE WEAPON SECURITY DURING TRANSPORTATION

CONDITION(S): Given weapons and ammunition requiring transportation to and/or from an armory and references.

STANDARD(S): So that weapons will arrive at destination without incident per the references.

PERFORMANCE STEPS:

1. Verify that the units picking up or delivering weapons/ammunition have adequate armed guards.

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2. Ensure security discrepancies are corrected prior to allowing weapons/ammunition to leave the armory.
3. Report all security violations through the chain of command.

REFERENCE(S):

1. MCO 5500.6, ARMING OF SECURITY AND LAW ENFORCEMENT (LE) PERSONNEL AND THE USE OF FORCE
2. OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.03 CONTROL SECURITY AMMUNITION

CONDITION(S): Provided an armory, security ammunition, and references.

STANDARD(S): To ensure the correct issue, maintenance, and recovery of security ammunition per the references.

PERFORMANCE STEPS:

1. Ensure security ammunition is properly documented and accounted for.
2. Ensure security ammunition is safely and securely stored.
3. Ensure security ammunition is properly issued and recovered.
4. Ensure security ammunition is rotated as required.
5. Ensure authorization is on hand for the specific type and quantity of ammunition required.

REFERENCE(S):

1. MCO 8011.4, USMC T/A CLASS V (W) MATERIAL (PEACETIME)
2. MCO 8025.1, MALFUNCTION & DEFICIENCY REPORTING
3. OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES
4. UM 4400-124, FMF SASSY Using Unit Procedures

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.04 ENSURE SECURITY OF PERSONALLY OWNED WEAPONS AND AMMUNITION

CONDITION(S): Provided an armory, personally owned weapons and/or ammunition, and references.

STANDARD(S): To provide safe storage, documentation, and issue and recovery procedures per the references.

PERFORMANCE STEPS:

1. Ensure proper documentation is completed for personally owned weapons and ammunition.
2. Accurately annotate brand name and condition of all privately owned gear turned in.
3. Ensure personally owned weapons and ammunition are safely and securely stored.
4. Ensure appropriate procedures are established for issue and recovery of personally owned weapons and ammunition.

REFERENCE(S):

1. PAC/LANT Ordnance Standing Operating Procedures (SOP)
2. MCO 8300.1, USMC SERIAL CNTL SM ARMS SYS
3. OPNAVINST 5530.13, PHYSICAL SECURITY OF ARMS, AMMUNITION, AND EXPLOSIVES

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.05 UTILIZE MAINTENANCE MANAGEMENT PROGRAMS

CONDITION(S): Provided records, reports, and references.

STANDARD(S): To ensure the conduct of maintenance and/or repair of ordnance items per the references.

PERFORMANCE STEPS:

1. Document all maintenance transactions.
2. Document all supply transactions.
3. Update reports and records when required.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. TM 4700-15/1, Ground Equipment Record Procedures Manual
3. UM 4790-5, MIMMS AIS Field Maintenance Procedures

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.06 MAINTAIN MAINTENANCE MANAGEMENT TRAINING PROGRAM

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CONDITION(S): Given training records, schedules, and the references.

STANDARD(S): To ensure that training is properly conducted and documented per the references.

PERFORMANCE STEPS:

1. Maintain maintenance management administrative training.
2. Schedule technical maintenance training.

REFERENCE(S):

1. Applicable equipment technical manuals
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.07 MAINTAIN MAINTENANCE RECORDS AND REPORTS

CONDITION(S): Provided various maintenance reports, records, and references.

STANDARD(S): To ensure that records are correct and processed per the references.

PERFORMANCE STEPS:

1. Review Daily Process Report (DPR)
2. Review Daily Transaction Listing.
3. Review Table of Authorized Material (TAM) report.
4. Review Weekly Exception Report.
5. Initiate corrective action for errors on all MIMMS reports.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. UM 4400-124, FMF SASSY Using Unit Procedures

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.08 MAINTAIN PUBLICATIONS AND DIRECTIVES PROGRAMS

CONDITION(S): Given directives, publications, forms, and the reference.

STANDARD(S): So that they will be properly accounted for and posted per the reference.

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PERFORMANCE STEPS:

1. Maintain publication control system.
2. Prepare publication requisitions.
3. Reconcile publication requisitions with S-1.
4. Prepare a NAVMC 10772 for submission.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.09 MAINTAIN PREVENTIVE MAINTENANCE AND CORRECTIVE MAINTENANCE PROGRAMS

CONDITION(S): Given weapons, equipment, forms, schedules, and references.

STANDARD(S): To ensure that all weapons and equipment are scheduled when appropriate and maintenance is accomplished per the references.

PERFORMANCE STEPS:

1. Schedule weapons for preventive and corrective maintenance.
2. Schedule Upgunned Weapons Stations for preventive and corrective maintenance.
3. Schedule Upgunned Weapons Station optical equipment for preventive and corrective maintenance.

REFERENCE(S):

1. Applicable equipment technical manuals
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.10 MAINTAIN MODIFICATION CONTROL PROGRAM

CONDITION(S): Given requirements for modification, T/E listings, schedules, forms, records, and the references.

STANDARD(S): To ensure that all current applicable equipment modifications are completed per the references.

PERFORMANCE STEPS:

1. Review requirements.

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2. Identify equipment requiring modification.
3. Verify equipment configuration.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. SL-1-2, Index of Authorized Publications for Equipment Support
3. SL-1-3, Index of Authorized Publications for Equipment Support
4. TI 5600, Publication Info MC Equipment
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.11 MAINTAIN SUPPORT AND TEST EQUIPMENT PROGRAM

CONDITION(S): Given tools, test equipment, calibration gear, and references.

STANDARD(S): So that items are fully functional per the references.

PERFORMANCE STEPS:

1. Schedule tool inventories.
2. Maintain calibration program.
3. Maintain an Infantry Weapons Gauge Calibration Exchange Program.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. TM 4700-15/1, Ground Equipment Record Procedures Manual

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.12 MAINTAIN SUPPLY SUPPORT PROGRAM

CONDITION(S): Given records, forms, parts, and references.

STANDARD(S): To ensure that supplies are available and provided as required per the references.

PERFORMANCE STEPS:

1. Ensure parts, components, and related items are properly requisitioned through the supply system.
2. Maintain parts control.

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3. Conduct supply reconciliation

REFERENCE(S):

1. MCO 4400.16, UNIFORM MATERIAL MOVEMENT ISSUE AND PRIORITY SYSTEM (UMMIPS)
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
3. UM 4400-124, FMF SASSY Using Unit Procedures

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.13 MAINTAIN MIMMS AIS

CONDITION(S): Given equipment repair orders, computer, and references.

STANDARD(S): To ensure that forms and records are completed properly per the references.

PERFORMANCE STEPS:

1. Open equipment repair orders as required.
2. Input data into the MIMMS AIS system.

REFERENCE(S):

1. MCO 4400.16, UNIFORM MATERIAL MOVEMENT ISSUE AND PRIORITY SYSTEM (UMMIPS)
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
3. TM 4700-15/1, Ground Equipment Record Procedures Manual
4. UM 4790-5, MIMMS AIS Field Maintenance Procedures

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.14 MAINTAIN MAINTENANCE RELATED PROGRAMS

CONDITION(S): Given forms, records, schedules, and references.

STANDARD(S): So that all reports and schedules are accurately and properly prepared per the references.

PERFORMANCE STEPS:

1. Initiate a quality Deficiency Reporting program.

REFERENCE(S):

1. MCO 4733.1, MARINE CORPS TEST, MEASUREMENT, AND DIAGNOSTIC EQUIPMENT (TMDE) CALIBRATION AND MAINTENANCE PROGRAM (CAMP)

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2. MCO 4855.10, PRODUCT QUALITY DEFICIENCY REPORT (PQDR)

3. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By
(Pvt)

TASK: 2112.05.15 MAINTAIN HAZARDOUS MATERIAL (HAZMAT) PROGRAM

CONDITION(S): Provided material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, unit-specific spill contingency plan, applicable technical manuals, and directives.

STANDARD(S): To ensure all HAZMAT is stored, used, maintained, and disposed of safely in both a field and garrison working environment.

PERFORMANCE STEPS:

1. Review the established HAZMAT program.
2. Identify federal, state, and local EPA requirements.
3. Maintain the HAZMAT storage point.
4. Utilize required/recommended handling protective gear when working with HAZMAT.
5. Prior to obtaining a new product, obtain approval from the authorizing shop (e.g., environmental, safety) to ensure that the least hazardous product is used.
6. Ensure that hazardous materials are allowed by the "Authorized Use List", and are not being stored at the installation by another user; that unused hazardous material is returned to a central hazardous materials storage point; and that excess/expired shelf-life products are handled in an environmentally sound manner (recycle/reuse, treat, or dispose as a last resort).
7. Ensure that containers of hazardous materials are labeled to identify material, hazard warning, and manufacturer; that hazardous materials material safety data sheets are available to identify personal protective equipment and special precautions while working with chemicals; and that employees are apprised of chemical hazards, are adequately protected, and are trained to work with hazardous materials.
8. Ensure that collocated materials are compatible, that adequate aisle space is maintained, and that unknowing/unauthorized access is precluded.
9. Post the unit-specific spill contingency plan, and ensure the availability of adequate spill response equipment.
10. Manage products according to a shelf-life program.
11. Place any generated hazardous waste in the satellite accumulation point (keep container closed except when adding waste) or hazardous waste storage area, and inform the hazardous waste coordinator when the satellite accumulation point container is full.

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REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. DOD DIR 4140.27, IDENTIFICATION, CONTROL, AND UTILIZATION OF SHELF-LIFE ITEMS
3. DOD DIR 4160.21, DOD DIRECTIVE
4. DOD DIR 4210.15, HAZARDOUS MATERIAL POLLUTION USD(A)
5. DOD INST 4715.4, POLLUTION PREVENTION
6. DOD INST 6050.5, DOD HAZARD COMMUNICATION PROGRAM
7. EX ORDER 12843, PROCUREMENT REQUIREMENTS AND POLICIES FOR FEDERAL AGENCIES FOR OZONE-DEPLETING SUBSTANCES
8. EX ORDER 12856, FEDERAL COMPLIANCE WITH RIGHT-TO-KNOW LAWS AND POLLUTION PREVENTION REQUIREMENTS
9. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL

ADMINISTRATIVE INSTRUCTIONS: Hazardous material use that may render exposure is limited to employees who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.16 MAINTAIN LASER SAFETY PROGRAM

CONDITION(S): Given lasers, forms, technical manuals, and directives.

STANDARD(S): To ensure all lasers are stored, used, and maintained safely to prevent accidents which may result in serious ocular injury in both field and garrison working environments.

PERFORMANCE STEPS:

1. Review the established laser safety program.
2. Identify on-hand lasers.
3. Utilize required/recommended handling protection when working with lasers.

REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. MCO 3591.2, SMALL ARMS MARKSMANSHIP COMPETITION

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3. MCO P3750.1, POL & PROCD FIRINT AMMO F/TRNG
4. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
5. MI-08198A-35/6, ADD WELD TAIL LIGHT ON M198 HOWITZER

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

TASK: 2112.05.17 MAINTAIN RADIOLOGICAL SAFETY PROGRAM

CONDITION(S): Given radiological material in both a field and garrison working environment, technical manuals, and directives.

STANDARD(S): To ensure all assets containing radiological materials are stored, used, and maintained safely to prevent accidents which may result from exposure to tritium or other radiological sources.

PERFORMANCE STEPS:

1. Review the established radiological safety program.
2. Identify on-hand assets containing radiological materials.
3. Utilize required/recommended handling protection when working with radiological material.

REFERENCE(S):

1. NAVSEATM-50420-AA-RAD-010
2. DOD INST 6055.8, OCCUPATIONAL RADIATION PROTECTION PROGRAM
3. MCO 5100.8, MARINE CORPS GROUND OCCUPATIONAL SAFETY AND HEALTH (OSH) PROGRAM
4. MCO 5104.3, MARINE CORPS RADIATION SAFETY PROGRAM
5. MCO P4400.105, RADIOACTIVE COMMODITIES DOD SYS
6. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
7. TI-5104-15/2, Special Handling Considerations Tritium Fire Control

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (Pvt)

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MOS 2131, TOWED ARTILLERY SYSTEMS REPAIRER

DUTY AREA 01 - OPERATION AND MAINTENANCE

TASK: 2131.01.01 MAINTAIN M198 155MM HOWITZER TOOLS

CONDITION(S): Given applicable tools, test equipment, cleaning materials, material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, and references in a garrison or field environment.

STANDARD(S): To ensure tools are serviceable per the references.

PERFORMANCE STEPS:

1. Operate/maintain common tools.
2. Operate/maintain special tools.
3. Conduct tool inventories using applicable SL-3.
4. Complete required maintenance and/or administrative forms and records when applicable.
5. Verify that hazardous materials are allowed by the "Authorized Use List".
6. Review hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals.
7. Return unused hazardous material to the central hazardous materials storage point.
8. Place any generated hazardous waste in the satellite accumulation point (keep container closed except when adding waste) or hazardous waste storage area, and inform the hazardous waste coordinator when the satellite accumulation point container is full.

REFERENCE(S):

1. Applicable SL-3s
2. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
3. LO 9-1025-211-13, HOWITZER, MEDIUM TOWED, 155MM M198
4. SC 4931-95-CL-J54, Purging Kit, Fire Control
5. TM 00640A-13&P/1 MS, Pullover Gage, Complete (KIT)
6. TM 00999-23&P/1, Recoil exercise for M198 155mm howitzer
7. TM 08552A-13&P, Maintenance Manual for Borescope M3
8. TM 9-1025-211-20&P, Howitzer Med Towed 155mm M198

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9. TM 9-1025-211-34, Howitzer Med Towed 155mm M198
10. TM 9-1025-211-34P, Howitzer Med Towed 155mm M198 parts
11. TM 9-4933-201-15P, Pump Kit Hydraulic Oil Gun

ADMINISTRATIVE INSTRUCTIONS:

1. Maintenance and/or repairs are limited to authorized echelon of maintenance.
2. Hazardous material use that may render exposure is limited to personnel who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (36) Req By (PFC)

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DUTY AREA 02 - PREVENTIVE MAINTENANCE CHECK AND SERVICES (PMCS)

TASK: 2131.02.01 PERFORM M198 155MM HOWITZER PMCS

CONDITION(S): Given an 198 howitzer, assigned tools, material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, and the references in a garrison or field environment with assistance and supervision.

STANDARD(S): To ensure that it is fully operational per the references.

PERFORMANCE STEPS:

1. Perform limited technical inspection (LTI).
2. Perform organizational PMCS.
3. Perform annual PMCS.
4. Perform special PMCS.
5. Perform corrosion control.
6. Complete required maintenance and/or administrative forms and records when applicable.
7. Verify that hazardous materials are allowed by the "Authorized Use List".
8. Review hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals.
9. Return unused hazardous material to the central hazardous materials storage point.
10. Place any generated hazardous waste in the satellite accumulation point (keep container closed except when adding waste) or hazardous waste storage area, and inform the hazardous waste coordinator when the satellite accumulation point container is full.

REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. LO 9-1025-211-13, HOWITZER, MEDIUM TOWED, 155MM M198
3. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
4. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
5. TM 4700-15/1, Ground Equipment Record Procedures Manual
6. TM 9-1025-211-20&P, Howitzer Med Towed 155mm M198
7. TM 9-1025-211-34, Howitzer Med Towed 155mm M198

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ADMINISTRATIVE INSTRUCTIONS:

1. Maintenance and/or repairs are limited to authorized echelon of maintenance.

2. Hazardous material use that may render exposure is limited to personnel who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (24) Req By (PFC)

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DUTY AREA 03 - EQUIPMENT REPAIR

TASK: 2131.03.01 REPAIR M198 155MM HOWITZER

CONDITION(S): Given an M198 howitzer, assigned tools, test equipment, material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, and applicable references in a garrison or field environment with assistance and supervision.

STANDARD(S): So that all required maintenance will be identified and effect repairs to the authorized echelon of maintenance utilizing the applicable references.

PERFORMANCE STEPS:

1. Perform limited technical inspection (LTI).
2. Identify/isolate problems.
3. Repair and/or replace repair parts/components.
4. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. LO 9-1025-211-13, HOWITZER, MEDIUM TOWED, 155MM M198
3. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
4. TM 9-1025-211-20&P, Howitzer Med Towed 155mm M198
5. TM 9-1025-211-34, Howitzer Med Towed 155mm M198
6. TM 9-1025-211-34P, Howitzer Med Towed 155mm M198 parts

ADMINISTRATIVE INSTRUCTIONS:

1. Maintenance and/or repairs are limited to authorized echelon of maintenance.
2. Hazardous material use that may render exposure is limited to personnel who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees. Maintenance and/or repairs limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (18) Req By (PFC)

TASK: 2131.03.02 REPAIR M199 CANNON TUBE ASSEMBLY

CONDITION(S): Given an M199 cannon, assigned tools other applicable equipment,

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CONDITION(S): Given an M199 cannon, assigned tools, other applicable equipment, material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, and applicable references in a garrison or field environment with assistance and supervision.

STANDARD(S): So that all required maintenance and effect repairs to the authorized echelon of maintenance utilizing the applicable references

PERFORMANCE STEPS:

1. Perform limited technical inspection (LTI).
2. Identify/isolate problems.
3. Repair and/or replace repair parts/components.
4. Complete required maintenance and/or administrative forms and records when applicable.
5. Verify that hazardous materials are allowed by the "Authorized Use List".
6. Review hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals.
7. Return unused hazardous material to the central hazardous materials storage point.
8. Place any generated hazardous waste in the satellite accumulation point (keep container closed except when adding waste) or hazardous waste storage area, and inform the hazardous waste coordinator when the satellite accumulation point container is full.

REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. LO 9-1025-211-13, HOWITZER, MEDIUM TOWED, 155MM M198
3. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
4. TM 9-1025-211-20&P, Howitzer Med Towed 155mm M198
5. TM 9-1025-211-34, Howitzer Med Towed 155mm M198
6. TM 9-1025-211-34P, Howitzer Med Towed 155mm M198 parts

ADMINISTRATIVE INSTRUCTIONS:

1. Maintenance and/or repairs are limited to authorized echelon of maintenance.
2. Hazardous material use that may render exposure is limited to personnel who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees

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INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (18) Req By
(PFC)

TASK: 2131.03.03 REPAIR M45 RECOIL MECHANISM

CONDITION(S): Given an M45 recoil mechanism, assigned tools, other applicable equipment, material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, and applicable references in a garrison or field environment.

STANDARD(S): So that all required maintenance will be identified and repairs completed to the authorized echelon of maintenance utilizing the applicable references.

PERFORMANCE STEPS:

1. Perform limited technical inspection (LTI).
2. Identify/isolate problems.
3. Repair and/or replace repair parts/components.
4. Complete required maintenance and/or administrative forms and records when applicable.
5. Verify that hazardous materials are allowed by the "Authorized Use List".
6. Review hazardous materials material safety data sheets for personal protective equipment.
7. Return unused hazardous material to the central hazardous materials storage point.
8. Place any generated hazardous waste in the satellite accumulation point (keep container closed except when adding waste) or hazardous waste storage area, and inform the hazardous waste coordinator when the satellite accumulation point container is full.

REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. LO 9-1025-211-13, HOWITZER, MEDIUM TOWED, 155MM M198
3. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
4. TM 9-1025-211-20&P, Howitzer Med Towed 155mm M198
5. TM 9-1025-211-34, Howitzer Med Towed 155mm M198
6. TM 9-1025-211-34P, Howitzer Med Towed 155mm M198 parts

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ADMINISTRATIVE INSTRUCTIONS:

1. Maintenance and/or repairs are limited to authorized echelon of maintenance.

2. Hazardous material use that may render exposure is limited to personnel who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (18) Req By (PFC)

TASK: 2131.03.04 REPAIR M39 CARRIAGE

CONDITION(S): Given an M39 carriage, assigned tools, test equipment, material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, and applicable references in a garrison or field environment.

STANDARD(S): So that all required maintenance will be identified and repairs completed to the authorized echelon of maintenance utilizing the applicable references.

PERFORMANCE STEPS:

1. Perform limited technical inspection (LTI).
2. Identify/isolate problems.
3. Repair and/or replace repair parts/components.
4. Perform fire control alignment test and optical PM/CM.
5. Complete required maintenance and/or administrative forms and records when applicable.
6. Verify that hazardous materials are allowed by the "Authorized Use List".
7. Review hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals.
8. Review unused hazardous material to the central hazardous materials storage point.
9. Place any generated hazardous waste in the satellite accumulation point (keep container closed except when adding waste) or hazardous waste storage area, and inform the hazardous waste coordinator when the satellite accumulation point container is full.

REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. LO 9-1025-211-13, HOWITZER, MEDIUM TOWED, 155MM M198

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3. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
4. TM 9-1025-211-20&P, Howitzer Med Towed 155mm M198
5. TM 9-1025-211-34, Howitzer Med Towed 155mm M198
6. TM 9-1025-211-34P, Howitzer Med Towed 155mm M198 parts

ADMINISTRATIVE INSTRUCTIONS:

1. Maintenance and/or repairs are limited to authorized echelon of maintenance.

2. Hazardous material use that may render exposure is limited to personnel who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (18) Req By (PFC)

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DUTY AREA 04 - ADMINISTRATIVE FUNCTIONS

TASK: 2131.04.01 MAINTAIN MAINTENANCE RECORDS AND REPORTS

CONDITION(S): Given forms, records, data, and references.

STANDARD(S): To ensure accuracy and completeness per the references.

PERFORMANCE STEPS:

1. Review Daily Process Report.
2. Review Daily Transaction Listing.
3. Review Table of Authorized Material report.
4. Review Weekly Exception Report.
5. Initiate corrective action for errors on all MIMMS reports.

REFERENCE(S):

1. NAVSEATM-50420-AA-RAD-010
2. MCO 4400.16, UNIFORM MATERIAL MOVEMENT ISSUE AND PRIORITY SYSTEM (UMMIPS)
3. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
4. TM 4700-15/1, Ground Equipment Record Procedures Manual
5. UM 4400-124, FMF SASSY Using Unit Procedures
6. UM 4790-5, MIMMS AIS Field Maintenance Procedures

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (PFC)

TASK: 2131.04.02 MAINTAIN A PUBLICATIONS AND DIRECTIVES PROGRAMS

CONDITION(S): Given applicable references

STANDARD(S): So that publications and directives will be complete and accurately posted up-to-date per the references.

PERFORMANCE STEPS:

1. Maintain a publication control system.
2. Prepare publication requisitions.
3. Reconcile publication requisitions with S-1.

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4. Prepare a NAVMC 10772 for submission.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. MCO P5215.17, USMC TECHNICAL PUBLICATIONS SYSTEM
3. MCO P5600.31, MARINE CORPS PUBLICATIONS AND PRINTING REGULATIONS
4. NAVMC 2761, CATALOG OF PUBLICATIONS
5. TM 4700-15/1, Ground Equipment Record Procedures Manual
6. UM 4400-124, FMF SASSY Using Unit Procedures
7. UM 4790-5, MIMMS AIS Field Maintenance Procedures

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (24) Req By (LCpl)

TASK: 2131.04.03 MAINTAIN PM AND CM PROGRAMS

CONDITION(S): Given applicable references

STANDARD(S): To ensure that ordnance is maintained to a fully operational condition per the references.

PERFORMANCE STEPS:

1. Schedule assigned ordnance items for preventive and corrective maintenance.

REFERENCE(S):

1. Applicable equipment technical manuals
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
3. TM 4700-15/1, Ground Equipment Record Procedures Manual
4. TM 9-1025-211-20&P, Howitzer Med Towed 155mm M198
5. TM 9-1025-211-34, Howitzer Med Towed 155mm M198
6. TM 9-1025-211-34P, Howitzer Med Towed 155mm M198 parts

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (PFC)

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TASK: 2131.04.04 MAINTAIN MODIFICATION CONTROL PROGRAM

CONDITION(S): Given applicable references.

STANDARD(S): To ensure that corrections and changes are performed so that equipment is fully operational per the references.

PERFORMANCE STEPS:

1. Identify items requiring modification.
2. Screen modification control records.
3. Verify application of required modification.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. SL-1-2, Index of Authorized Publications for Equipment Support
3. SL-1-3, Index of Authorized Publications for Equipment Support
4. TI 5600, Publication Info MC Equipment
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (12) Req By (PFC)

TASK: 2131.04.05 MAINTAIN SUPPORT AND TEST EQUIPMENT PROGRAM

CONDITION(S): Given applicable references

STANDARD(S): To ensure that test equipment is fully operational per the references.

PERFORMANCE STEPS:

1. Identify TMDE equipment.
2. Ensure TMDE and support equipment are enrolled in the calibration control program or test/certification and are identified as up to date.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
2. TI-4733-15/1, Calibration Requirements USMC TMDE CAMP
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

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ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (36) Req By (LCpl)

TASK: 2131.04.06 MAINTAIN SUPPLY SUPPORT PROGRAM

CONDITION(S): Given records, forms, parts, and references.

STANDARD(S): To ensure that supplies are available and provided as required per the references.

PERFORMANCE STEPS:

1. Ensure parts, components and related items are properly requisitioned through the supply system.
2. Maintain parts control.
3. Conduct supply reconciliation.

REFERENCE(S):

1. MCO P4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (36) Req By (Cpl)

TASK: 2131.04.07 MAINTAIN EQUIPMENT RECORDS AND FORMS

CONDITION(S): Given applicable references.

STANDARD(S): To ensure that records and forms are correct and up-to-date per the references.

PERFORMANCE STEPS:

1. Complete all forms required by the references.

REFERENCE(S):

1. MCO 4400.16, UNIFORM MATERIAL MOVEMENT ISSUE AND PRIORITY SYSTEM (UMMIPS)
2. MCO P4400.150, CONSUMER LEVEL SUPPLY POLICY MANUAL
3. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL

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4. TM 4700-15/1, Ground Equipment Record Procedures Manual
5. UM 4790-5, MIMMS AIS Field Maintenance Procedures

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (36) Req By (Cpl)

TASK: 2131.04.08 MAINTAIN HAZARDOUS MATERIAL (HAZMAT) PROGRAM

CONDITION(S): Given material safety data sheets for hazardous materials, installation-specific hazardous waste management plan, unit-specific spill contingency plan, and applicable technical manuals and directives.

STANDARD(S): To ensure all HAZMAT is stored, used, maintained and disposed of safely in a field and garrison working environment.

PERFORMANCE STEPS:

1. Review the established HAZMAT program.
2. Identify federal, state and local EPA requirements.
3. Maintain a HAZMAT storage point.
4. Utilize required/recommended handling and protection when working with HAZMAT.
5. Prior to obtaining a new product, acquire approval from the authorizing shop (e.g., environmental, safety) to ensure that the least hazardous product is used.
6. Ensure that hazardous materials are allowed by the "Authorized Use List", and are not being stored at the installation by another user; that unused hazardous material is returned to a central hazardous materials storage point; and that excess/expired shelf-life products are handled in an environmentally sound manner (recycle/reuse, treat, or dispose as a last resort).
7. Ensure that containers of hazardous materials are labeled to identify material, hazard warning, and manufacturer; that hazardous materials material safety data sheets are available to identify personal protective equipment and special precautions while working with chemicals; and that employees are apprised of chemical hazards, are adequately protected, and are trained to work with the hazardous materials.
8. Ensure that collocated materials are compatible, that adequate aisle space is maintained, and that unknowing/unauthorized access is precluded.
9. Post spill contingency plan, and ensure the availability of adequate spill response equipment.
10. Manage products according to a shelf-life program.
11. Place any generated hazardous waste in the satellite accumulation point (keep)

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container closed except when adding waste) or hazardous waste storage area, and inform the hazardous waste coordinator when the satellite accumulation point container is full.

REFERENCE(S):

1. 29 CFR 1910.1200, Occupational Safety and Health Standards, Hazard Communication
2. DOD DIR 4140.27, IDENTIFICATION, CONTROL, AND UTILIZATION OF SHELF-LIFE ITEMS
3. DOD DIR 4160.21, DOD DIRECTIVE
4. DOD DIR 4210.15, HAZARDOUS MATERIAL POLLUTION USD(A)
5. DOD INST 4715.4, POLLUTION PREVENTION
6. DOD INST 6050.5, DOD HAZARD COMMUNICATION PROGRAM
7. EX ORDER 12843, PROCUREMENT REQUIREMENTS AND POLICIES FOR FEDERAL AGENCIES FOR OZONE-DEPLETING SUBSTANCES
8. EX ORDER 12856, FEDERAL COMPLIANCE WITH RIGHT-TO-KNOW LAWS AND POLLUTION PREVENTION REQUIREMENTS
9. MCO P4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS
10. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL

ADMINISTRATIVE INSTRUCTIONS:

1. Maintenance and/or repairs are limited to authorized echelon of maintenance.
2. Hazardous material use that may render exposure is limited to personnel who have been provided information and training prior to initial assignment to work with a hazardous chemical, who have reviewed hazardous materials material safety data sheets for personal protective equipment and special precautions while working with chemicals, and who take precautions to avoid exposure to other employees.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (36) Req By (Cpl)

TASK: 2131.04.09 MAINTAIN RADIOLOGICAL SAFETY PROGRAM

CONDITION(S): Given radiological equipment and materials in a field and garrison working environment and references.

STANDARD(S): To ensure all assets containing radiological material are stored, used, and maintained safely to prevent accidents which may result from exposure to tritium or other radiological sources.

PERFORMANCE STEPS:

1. Review the established radiological safety program.

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2. Identify on hand assets containing radiological material.
3. Utilize required/recommended handling protection when working with assets containing radiological material.

REFERENCE(S):

1. NAVSEATM-50420-AA-RAD-010
2. DOD INST 6055.8, OCCUPATIONAL RADIATION PROTECTION PROGRAM
3. MCO 5100.8, MARINE CORPS GROUND OCCUPATIONAL SAFETY AND HEALTH (OSH) PROGRAM
4. MCO 5104.3, MARINE CORPS RADIATION SAFETY PROGRAM
5. MCO P4400.105, RADIOACTIVE COMMODITIES DOD SYS
6. MCO P5090.2, ENVIRONMENTAL COMPLIANCE AND PROTECTION MANUAL
7. TI-5104-15/2, Special Handling Considerations Tritium Fire Control

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Preliminary) Sustainment (36) Req By (Cpl)

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MOS 2161, MACHINIST

DUTY AREA 01 - OPERATION AND ORGANIZATIONAL MAINTENANCE

TASK: 2161.01.01 OPERATE A BANDSAW

CONDITION(S): Given a machinist tool box, a lay out die, a piece of raw stock, special measuring tools, a shop drawing, safety equipment, and the references.

STANDARD(S): To ensure that the bandsaw is set up for filing, cutting, polishing, and contour cutting, per the Machinist's Handbook, and references.

PERFORMANCE STEPS:

1. Lay out work.
2. Perform preventive maintenance check on bandsaw.
3. Set up bandsaw for operation.
4. Cut stock to dimensions given on shop drawing.
5. Clean machine.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.02 OPERATE A BENCH GRINDER

CONDITION(S) Given machinist's tool box, material required for grinding, shop drawing, coolant, safety equipment, and references.

STANDARD(S): To ensure the bench grinder will be operated safely per the references.

PERFORMANCE STEPS:

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1. Lay out work.
2. Perform preventive maintenance check on grinder.
3. Start bench grinder.
4. Dress grinding wheel.
5. Grind material to size per shop drawing.
6. Clean machine.
7. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.03 OPERATE A HORIZONTAL BAND SAW (CUTOFF SAW)

CONDITION(S): Given machinist's tool box, stock, safety equipment, lay out die, shop drawing, manufacturer/operator's manual, machinist's handbook, measuring tools, and references.

STANDARD(S): To ensure that cutoff operations are completed accurately and safely per the references.

PERFORMANCE STEPS:

1. Lay out work.
2. Perform preventive maintenance check on saw.
3. Set up saw for specific cut.
4. Perform the cutting operation.
5. Clean equipment.

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6. Complete required maintenance and/or administrative forms and records applicable.

REFERENCE(S): (NONE)

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.04 OPERATE CYLINDRICAL GRINDER

CONDITION(S): Given versa mill, machinist's tool box, shop drawing, safety equipment, and references.

STANDARD(S): To ensure the project will be produced accurately and safely per the references.

PERFORMANCE STEPS:

1. Lay out work.
2. Perform preventive maintenance check on grinder.
3. Set up machine.
4. Grind stock per shop drawing.
5. Clean machine.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (LCpl)

TASK: 2161.01.05 OPERATE A DRILL PRESS

Appendix D to
ENCLOSURE (6)

CONDITION(S): Given drill press, machinist's tool box lay out equipment, stock, safety equipment, shop drawing, appropriate bits, measuring tools, and references

STANDARD(S): To ensure that the drill press will be operated safely and per the specifications and references.

PERFORMANCE STEPS:

1. Lay out stock.
2. Perform preventive maintenance check on drilling machine and bits.
3. Set up drill.
4. Perform drilling operation per shop drawings.
5. Clean machine.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.06 OPERATE A DRILL GRINDING MACHINE

CONDITION(S): Given a drill grinding machine, drill bits to be sharpened, safety equipment, machinist's tool box, and references.

STANDARD(S): To ensure the drill grinding machine is operated safely and per the machinist's handbook and references.

PERFORMANCE STEPS:

1. Set up drill grinding machine.
2. Grind drill bits.
3. Clean machine.

Appendix D to
ENCLOSURE (6)

4. Complete required maintenance and/or administrative forms and records when applicable

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (LCpl)

TASK: 2161.01.07 OPERATE ELECTRO DISINTEGRATING MACHINE

CONDITION(S): Given electro disintegrating machine and accessories, machinist's tool box, piece containing broken bolt, hardened drill bit, equipment, and applicable references.

STANDARD(S): To ensure electro disintegrating machine is operated safely per the references.

PERFORMANCE STEPS:

1. Perform preventive maintenance check on machine.
2. Remove broken parts as required.
3. Clean machine.
4. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Operator's manual
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Cpl)

Appendix D to
ENCLOSURE (6)

TASK: 2161.01.08 OPERATE HEAT TREATING OVEN

CONDITION(S): Given heat treating oven, quenching bath, stock, safety equipment, Rockwell hardness tester, shop drawing, machinist's tool box, and applicable references.

STANDARD(S): To ensure the heat treating oven is operated safely per the references.

PERFORMANCE STEPS:

1. Set oven to required temperature.
2. Heat treat to specifications on shop drawing.
3. Quench stock.
4. Test for hardness on the Rockwell hardness tester.
5. Clean oven.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-237, Welding Theory
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: This training standard only applies to Marines working in a shop that is equipped with a heat treating oven and is therefore not a requirement for all Marines serving in the 2161 MOS.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.01.09 OPERATE HONING MACHINE

CONDITION(S): Given a honing machine, honing accessories, work piece, items to be honed, safety equipment, machinist's tool box, references, and shop drawing

STANDARD(S): To ensure the honing operations are conducted safely per the references.

PERFORMANCE STEPS:

1. Perform preventive maintenance checks on honing machine.
2. Set up machine for operation.
3. Complete task per shop drawing and references.

Appendix D to
ENCLOSURE (6)

4. Clean equipment.
5. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: This training standard only applies to Marines working in a shop that is equipped with the machine and is therefore not a requirement for all Marines serving in the 2161 MOS.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.01.10 OPERATE HYDRAULIC PRESS

CONDITION(S): Given an hydraulic press, material or equipment requiring pressing in or out, and references.

STANDARD(S): To ensure that the pressing operations are completed safely and project is completed according to design, specifications, and the references

PERFORMANCE STEPS:

1. Set up hydraulic press.
2. Perform pressing operation as per ERO or references.
3. Clean equipment.
4. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

Appendix D to
ENCLOSURE (6)

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.11 OPERATE LAPPING MACHINE

CONDITION(S): Given lapping machine, lapping compound, parts requiring lapping, specifications form and references.

STANDARD(S): To ensure that lap designated parts are prepared to required specifications after determining proper grit of lapping compound per the references.

PERFORMANCE STEPS:

1. Review specification for material to be lapped.
2. Select proper grit of lapping compound.
3. Set up machine.
4. Perform lapping operation.
5. Check accuracy of lapping operation.
6. Clean up lapped material and machine.
7. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: This training standard only applies to Marines working in a shop that is equipped with the machine and is therefore not a requirement for all Marines serving in the 2161 MOS.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (SSgt)

TASK: 2161.01.12 SET UP LATHE

CONDITION(S): Given specific task, lathe, lathe accessories, machinist's tool box, and references.

Appendix D to
ENCLOSURE (6)

STANDARD(S): To ensure that the lathe is operational and the correct method of holding material in lathe is determined using available accessories per the references

PERFORMANCE STEPS:

1. Determine type of operation that must be performed.
2. Determine type of holding device or devices required to perform operation.
3. Perform required lathe procedures.
4. Clean equipment.
5. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.13 PERFORM THREAD AND KNURLING LATHE OPERATIONS

CONDITION(S): Given lathe with attachments, requirement to cut internal or external threads, or to knurl material, measuring equipment, material to thread or knurl, machinist's tool box, and applicable references.

STANDARD(S): To ensure the device cuts internal or external threads to include V sharp, acme, square and buttress cuts on material to required specifications using thread per inch or revolutions per inch method.

PERFORMANCE STEPS:

1. Determine specifications for type of thread or knurl to be cut.
2. Set up lathe, accessories and material to be threaded or knurled.
3. Perform threading or knurling operations.
4. Measure thread or knurl to ensure correct tolerances.
5. Clean equipment.

Appendix D to
ENCLOSURE (6)

6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.14 PERFORM LATHE DRILLING, BORING, AND REAMING OPERATIONS

CONDITION(S): Given lathe with attachments, drill bits, reamers, material requiring one or more of these operations, machinist's tool box, specifications, and references.

STANDARD(S): To ensure drilling, boring, and reaming operations on material using lathe with attachments to required specifications per the references.

PERFORMANCE STEPS:

1. Determine type of drilling, boring and/or reaming operation required.
2. Set up lathe with required attachments.
3. Perform drilling, boring, and/or reaming operations.
4. Ensure finished product meets specifications.
5. Clean equipment.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

Appendix D to
ENCLOSURE (6)

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.15 PERFORM LATHE TURNING OPERATIONS

CONDITION(S): Given lathe with attachments, measuring equipment, machinist's tool box, material requiring turning, and references.

STANDARD(S): To ensure lathe turning operations to include straight taper, facing, grooving, radii, parting, filing and polishing, using lathe with attachments are to required specifications, per the references.

PERFORMANCE STEPS:

1. Determine type of turning operation required.
2. Set up lathe and accessories for required operations.
3. Perform turning operation.
4. Ensure turned material meets required specifications.
5. Clean equipment.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.16 PERFORM THREADING OPERATIONS USING TAPS AND DIES

CONDITION(S): Given taps, dies, lathe with attachments, material requiring threading, machinist's tool box, and references.

Appendix D to
ENCLOSURE (6)

STANDARD(S): To ensure threading operations are performed to specifications per the references

PERFORMANCE STEPS:

1. Determine type of threads to be cut.
2. Select proper taps and/or dies for operation.
3. Set up lathe for threading operation.
4. Perform threading operation.
5. Ensure threaded material meets specifications.
6. Clean equipment.
7. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.17 OPERATE MILLING MACHINE

CONDITION(S): Given milling machine with attachments and accessories, machinist's tool box, and references.

STANDARD(S): To ensure that milling operations are performed to required specifications per the references.

PERFORMANCE STEPS:

1. Determine type of operation required.
2. Set up milling machine to perform required operation.
3. Perform milling operation or series of operations.
4. Ensure milled material meets required specifications.

Appendix D to
ENCLOSURE (6)

5. Clean equipment
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.18 PERFORM MILLING MACHINE GEAR CUTTING OPERATIONS

CONDITION(S): Given milling machine, attachments and accessories, blank gear, measuring tools, machinist's tool box, and references.

STANDARD(S): To ensure that the cutting is performed to required specifications per the references.

PERFORMANCE STEPS:

1. Determine type of gear to be cut.
2. Set up mill for required cuts.
3. Perform gear cutting operation.
4. Ensure gear meets required specifications.
5. Clean equipment.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools

Appendix D to
ENCLOSURE (6)

5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.19 MAINTAIN OXYACETYLENE WELDING EQUIPMENT

CONDITION(S): Given oxyacetylene welding equipment, material to be cut, and references.

STANDARD(S): To ensure cutting operations are performed safely and accurately per the references.

PERFORMANCE STEPS:

1. Lay out work.
2. Set up equipment.
3. Perform cutting operation.
4. Clean equipment.
5. Safely restore oxyacetylene equipment.
6. Complete required maintenance and/or administrative forms and records, when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-237, Welding Theory
5. TC 9-524, Fundamentals of Machine Tools
6. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (LCpl)

TASK: 2161.01.20 OPERATE ROCKWELL HARDNESS TESTER

CONDITION(S): Given Rockwell hardness tester, specifications, material to be tested, and references.

Appendix D to
ENCLOSURE (6)

STANDARD(S): To ensure the material is tested (Rockwell or Brinell standards) as specified per the references.

PERFORMANCE STEPS:

1. Determine type of test to be conducted.
2. Set up machine and material.
3. Conduct hardness test.
4. Document results of test.
5. Clean equipment.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.21 OPERATE SURFACE GRINDER

CONDITION(S): Given surface grinder, material to be ground, test equipment, safety equipment, machinist's tool box, and references.

STANDARD(S): To ensure that the material is ground to specifications per the references.

PERFORMANCE STEPS:

1. Determine speed and feed to be used.
2. Set up machine for grinding operation.
3. Perform grinding operation.
4. Check ground material for proper tolerances.
5. Clean machine.

Appendix D to
ENCLOSURE (6)

6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.01.22 OPERATE VALVE GRINDING MACHINE

CONDITION(S): Given valve grinding machine, valve, safety equipment, and references.

STANDARD(S): To ensure the valve will be ground to specifications per the references.

PERFORMANCE STEPS:

1. Perform preventive maintenance check on machine.
2. Set machine for required angle.
3. Perform valve grinding operation.
4. Clean machine.
5. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TC 9-524, Fundamentals of Machine Tools
5. TM 4700-15/1, Ground Equipment Record Procedures Manual

Appendix D to
ENCLOSURE (6)

ADMINISTRATIVE INSTRUCTIONS: This training standard only applies to Marines working in a shop that is equipped with the machine and is therefore not a requirement for all Marines serving in the 2161 MOS.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.01.23 OPERATE LATHE MILLING ATTACHMENT/VERSA MILL

CONDITION(S): Given lathe milling attachment/versa mill, material to be milled, cutters, lathe with accessories, machinist's tool box, measuring instruments with specifications, and references.

STANDARD(S): To ensure milling operations are accurate, performed per specifications, and the references.

PERFORMANCE STEPS:

1. Determine type of milling operation required.
2. Set up lathe with milling attachment for desired operation.
3. Perform required milling operations.
4. Ensure material milled conforms to required specifications.
5. Clean equipment.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. TC 9-524, Fundamentals of Machine Tools
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.01.24 PERFORM MACHINIST'S VAN INVENTORY

CONDITION(S): Given machine shop van, inventory, and references.

STANDARD(S): To ensure that the contents of the van are accounted for per the references.

Appendix D to
ENCLOSURE (6)

PERFORMANCE STEPS:

1. Acquire inventory listing for specific van.
2. Inspect each item of equipment on van for cleanliness and serviceability.
3. Document results of inventory.
4. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Applicable SL-3s
2. TM 4700-15/1, Ground Equipment Record Procedures Manual
3. UM 4400-124, FMF SASSY Using Unit Procedures

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Cpl)

TASK: 2161.01.25 OPERATE A DIGITAL READ OUT (DRO)

CONDITION(S): Given a machine with x, y, and z digital read out, references, and machinist tool box.

STANDARD(S): To ensure operations are performed to required specifications per the references.

PERFORMANCE STEPS:

1. Zero display.
2. Use an edge finder/cutting tool to set absolute zero.
3. Set absolute zero using tool offset.
4. Change the position of absolute zero.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (12) Req By (PFC)

Appendix D to
ENCLOSURE (6)

DUTY AREA 02 - PREVENTIVE MAINTENANCE CHECKS AND SERVICES (PMCS)

TASK: 2161.02.01 PERFORM MACHINIST'S TOOLS PMCS

CONDITION(S): Given machinist's tools requiring preventive maintenance or serviceability check and references.

STANDARD(S): To ensure all tools assigned to the machine shop are serviceable per the references.

PERFORMANCE STEPS:

1. Perform preventive maintenance on all tools.
2. Conduct serviceability check on all tools.
3. Correct minor discrepancies.
4. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
2. TM 4700-15/1, Ground Equipment Record Procedures Manual
3. TM 9-243, Common Tools Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.02.02 PERFORM EQUIPMENT PMCS

CONDITION(S): Given equipment, machinist's tool box, lubricating oil, grease, operator's manual, and safety equipment.

STANDARD(S): To ensure equipment is free of metal chips, dirt, corrosion, base metal surfaces have a preservation coating, painted surfaces have no peeling paint, and correct oil is used and maintained at the proper level per the references.

PERFORMANCE STEPS:

1. Review references.
2. Perform preventive maintenance.
3. Complete required maintenance and/or administrative forms and records when applicable.

Appendix D to
ENCLOSURE (6)

REFERENCE(S):

1. Operator's manual
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.02.03 PERFORM HONING MACHINE PMCS

CONDITION(S): Given honing machine, machinist's tool box, rags, lubricating oils, grease, specific honing machine touch up paint, honing fluid, and references.

STANDARD(S): To ensure honing machine is free of metal chips, dirt and corrosion, bare metal surfaces have a preservative coating, painted surfaces have no peeling paint, and level of honing fluid is correct per the references.

PERFORMANCE STEPS:

1. Review references.
2. Perform preventive maintenance.
3. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Operator's manual
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.02.04 PERFORM HYDRAULIC PRESS PMCS

CONDITION(S): Given hydraulic press, machinist's tool box, lubricating oil, grease, and references.

STANDARD(S): To ensure hydraulic press is free of metal chips, dirt, corrosion, bare metal surfaces have a preservative coating, painted surfaces have no peeling paint, hydraulic fluid level is correct, and pressure gage is calibrated per the references.

Appendix D to
ENCLOSURE (6)

PERFORMANCE STEPS

1. Review references.
2. Perform preventive maintenance.
3. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Operator's manual
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (LCpl)

TASK: 2161.02.05 PERFORM LAPPING MACHINE PMCS

CONDITION(S): Given lapping machine, rags, machinist's tool box, lubricating oils, grease, and references.

STANDARD(S): To ensure lapping machine is free of metal chips, dirt and corrosion, bare metal surfaces have a preservative coating, and painted surfaces have no peeling paint per the references.

PERFORMANCE STEPS:

1. Review references.
2. Perform preventive maintenance.
3. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Operator's manual
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

Appendix D to
ENCLOSURE (6)

DUTY AREA 03 - EQUIPMENT REPAIR AND FRABICATION

TASK: 2161.03.01 EXTRACT BROKEN BOLT, TAP, DRILL BIT, OR STUD

CONDITION(S): Given broken bolt, tap, drill bit or stud, drill, easy outs, stud extractor, electro-disintegrating machine, oxyacetylene welding torch, machinist's tool box, and references.

STANDARD(S): To ensure broken machine part is extracted correctly per the references.

PERFORMANCE STEPS:

1. Determine what must be extracted.
2. Determine appropriate extraction procedure.
3. Extract broken part.
4. Recondition threaded hole as required.
5. Clean tools.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.03.02 EXTRACT THREAD INSERTS

CONDITION(S): Given equipment with damaged threads, insert kit, machinist's tool box, and safety equipment.

STANDARD(S): To ensure inserts are properly extracted and replaced.

PERFORMANCE STEPS:

1. Read directions on kit.
2. Extract thread insert.
3. Retap threads.
4. Replace thread insert

Appendix D to
ENCLOSURE (6)

5. Clean tools.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS:

1. Types of thread kits include: helicoil, keensert, and roseanne.
2. Instructions are provided with each thread insert repair kit.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.03.03 FABRICATE TAPS AND DIES

CONDITION(S): Given tool steel, lathe, mill, grinder, test equipment, specifications, machinist's tool box, heat treating equipment, test equipment, and references.

STANDARD(S): To ensure taps and dies are fabricated to specifications per the references.

PERFORMANCE STEPS:

1. Determine specifications for tap or die.
2. Perform machining operations.
3. Perform heat treating operations.
4. Test finished tap or die for compliance with specifications.
5. Clean equipment.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

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ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.03.04 PREPARE SHOP DRAWING

CONDITION(S): Given specifications of items to be drawn, drafting equipment, and reference.

STANDARD(S): To ensure drawing is prepared to specification per the references.

PERFORMANCE STEPS:

1. Gather necessary materials for drawing.
2. Complete drawing, ensuring accuracy and compliance with requested specifications.
3. Complete required maintenance and or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. FM 5-553, GENERAL DRAFTING
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.03.05 WELD BANDSAW BLADE

CONDITION(S): Given bandsaw with welder, spool or bandsaw blade, and references.

STANDARD(S): To ensure that blade is cut and welded to specifications per the references.

PERFORMANCE STEPS:

1. Cut blade to appropriate length.
2. Grind ends to match.
3. Place on welder blade holders.
4. Weld and anneal blades.

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5. Grind off excess weld.
6. Check on blade thickness gage.
7. Fit on bandsaw.
8. Perform cutting operations.
9. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Operator's manual
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual
4. TM 9-3419-227-10, Saw Band Metal Cutting

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.03.06 PERFORM HEAT TREATING OPERATION

CONDITION(S): Given metal object, heat source, quenching and annealing material, specifications from hardness tester, and references.

STANDARD(S): To ensure the operation is accomplished to specifications required and verify results using hardness tester per the references.

PERFORMANCE STEPS:

1. Determine material to be used for type of heat treating to be performed.
2. Apply proper heat to metal treated.
3. Quench or anneal metal to specifications.
4. Verify hardness of treated metal by performing hardness test.
5. Clean equipment.
6. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM

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3. TM 4700-15/1, Ground Equipment Record Procedures Manual

4. TM 9-237, Welding Theory and Application

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.03.07 SHARPEN MILLING CUTTERS

CONDITION(S): Given grinder, grinder accessories, cutters to be sharpened, safety equipment, machinist's tool box, and references.

STANDARD(S): To ensure cutters are prepared to specification per the references.

PERFORMANCE STEPS:

1. Perform preventive maintenance check on grinder.
2. Set up grinder for cutter to be ground.
3. Grind cutter to required shape.
4. Clean machine.
5. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Grinder Owner's Operating Manual
2. Machinist's handbook
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.03.08 SHARPEN TURNING TOOL BITS

CONDITION(S): Given bench grinder, coolant, tool bit, safety equipment, and references.

STANDARD(S): To ensure bits are sharpened to required shape per the specifications and references.

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PERFORMANCE STEPS:

1. Perform preventive maintenance check on bench grinder.
2. Grind turning tool bit to required form.
3. Quench tool bit when needed.
4. Clean machine.
5. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. Operator's manual
3. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
4. TM 4700-15/1, Ground Equipment Record Procedures Manual

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

TASK: 2161.03.09 RESHARPEN TWIST DRILL BITS

CONDITION(S): Given bench grinder, tool bit, safety equipment, and references.

STANDARD(S): To ensure bits are resharpened to specification and references.

PERFORMANCE STEPS:

1. Perform preventive maintenance check on bench grinder.
2. Resharpen drill bit to desired angle.
3. Check finished bit with gauge.
4. Clean machine.
5. Complete required maintenance and/or administrative forms and records when applicable.

REFERENCE(S):

1. Machinist's handbook
2. OPNAV 4790.2, NAVAL AVIATION MAINTENANCE PROGRAM
3. TM 4700-15/1, Ground Equipment Record Procedures Manual

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MCO 1510.65B
16 DEC 98

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: Formal School (Standard) Sustainment (6) Req By (PFC)

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DUTY AREA 04 - ADMINISTRATIVE FUNCTIONS

TASK: 2161.04.01 IMPLEMENT MAINTENANCE MANAGEMENT TRAINING PROGRAM

CONDITION(S): Given the assignment for training, training materials, and references.

STANDARD(S): To ensure training is accomplished per requirements and references.

PERFORMANCE STEPS:

1. Implement maintenance management administrative training.
2. Schedule technical maintenance training.

REFERENCE(S):

1. Applicable equipment technical manuals
2. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Sgt)

TASK: 2161.04.02 IMPLEMENT MAINTENANCE RECORDS AND REPORTS

CONDITION(S): Given various records, reports, and references.

STANDARD(S): To ensure maintenance records and reports are reviewed and corrected per the references.

PERFORMANCE STEPS:

1. Review Daily Process Report.
2. Review Daily Transaction Listing.
3. Review Table of Authorized Material Report.
4. Review Weekly Exception Report.
5. Initiate corrective action for errors on all MIMMS reports.

REFERENCE(S):

1. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (12) Req By (Sgt)

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MCO 1510.65B
16 DEC 98

TASK: 2161.04.03 IMPLEMENT SUPPLY SUPPORT PROGRAM

CONDITION(S): Given supply forms and reports and references.

STANDARD(S): To ensure the program will be accomplished accurately per the references.

PERFORMANCE STEPS:

1. Prepare an EROSL for submission to supply.
2. Conduct supply reconciliation.

REFERENCE(S):

1. MCO 4400.16, UNIFORM MATERIAL MOVEMENT ISSUE AND PRIORITY SYSTEM (UMMIPS)
2. MCO P4450.12, STORAGE AND HANDLING OF HAZARDOUS MATERIALS
3. MCO P4790.2, MIMMS FIELD PROCEDURES MANUAL

ADMINISTRATIVE INSTRUCTIONS: Maintenance and/or repairs are limited to authorized echelon of maintenance.

INITIAL TRAINING SETTING: MOJT (Standard) Sustainment (6) Req By (Cpl)

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